



Ellsworth County Economic Development

Board of Directors Meeting

AGENDA

April 24, 2024 | 7pm

107 W 2ND ST

Call meeting to order

Additions to Agenda

Consent Agenda:

Approval of minutes from previous meetings

Treasurer's Report

Executive Director Report

Honorary Board Member Report

Board Member Comments

Next meeting date: May 22, 2024 | 7pm

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Grow Ellsworth County a.k.a Ellsworth County Economic Development
MINUTES
Board of Directors Meeting
February 28, 2024

The meeting was called to order by President Justin Lindsley at 7:02pm.

Member Present: Stacie Schmidt, Colby Richard, Kregg Clarke, Debbie Kootz, , Sarah Freeman, Jessica Homolka, Karen Bonar by Zoom, Isabelle Lindsley, Justin Lindsley, Layton Leiker, Aubrey Ptacek, Curt Glaser, Jon Halbgewachs, Craig Freeman, Peter Solie

Members Absent:, Rachael Barta, Jim Kirkbride

Guests: Sara Oberle, proposed City of Holyrood representative

The minutes of the January meeting were reviewed. Jon Halbgewachs made a motion to approve the minutes with typographical corrections. Peter Solie seconded. Jon Halbgewachs abstained. Motion carried.

The treasurer's report was reviewed. There are a couple of delinquent loans. The attorney's first order of business will be to draft demand letters for those clients. Jon asked about the 2024 budget, which is included in the Executive Director's report. Jon Halbgewachs made a motion to approve the treasurer's report. Kregg Clarke seconded. Motion carried unanimously.

A motion was made by Peter Solie to approve Sara Oberle as the City of Holyrood representative, per their recommendation. Jon Halbgewachs seconded. Motion carried unanimously.

Dashboard:

The dashboard was reviewed, noting that membership has already increased since the time the report was created.

Executive Director Communication

The 2024 budget was presented. A motion to approve the budget as presented was made by Curt Glaser and seconded by Debbie Kootz. Motion carried unanimously.

The election ballots went out on February 23, with a return date of March 8. Citizens State Bank is collecting and tallying the ballots and results.

The Annual Meeting is on schedule, with no RFPs yet for food catering. Awards have been designated. Board members will be asked to stay after the meeting to help clean up and take down tables and chairs. Jessica suggested that board members be willing to take a topic and give a "sound byte" about Grow Ellsworth County during the meeting, rather than Stacie doing all of the presenting. Stacie will send out a topic list and ask for board members to volunteer to take some of those topics.

Karen asked about a Strategic Meeting being planned in Wilson for the same night as our annual meeting. Stacie provided an update, including her contact with the Kansas Department of Agriculture who are hosting the meeting, to request that they consider rescheduling the date of that meeting.

YEC is complete, with 5 students competing. Jessica talked about the ripple effect of this program reaching down to the 4th graders, who are currently doing a lesson on entrepreneurship. The YEC students are setting great examples of mentorship for the younger students. The community did show up well in support of the YEC competitors. Sherman, Hoffman & Miller are closing, with new buyers Rick and Roxi Connally purchasing the building and creating additional office space for short term, pop up or long-term lease, including a shared receptionist. If board members know someone looking for office space they are asked to let Stacie know.

Karen asked about how the shared office space in the Sherman, Hoffman & Miller building might affect the plans that the owner has for the Antique Mall. Stacie provided a report on the status of that building, including not meeting the criteria of having an open business by the end of 2023 as part of the HEAL grant requirements. The State of Kansas may claw back on the HEAL grant for non-compliance.

Michelle provided an updated report on membership and our software system Monday. The membership drive ends on February 29. Other options to soften the burden for members in economic hardship will continue to be researched, such as having monthly ACH dues or other options.

Our legal representative is now Theresa Staudinger, in exchange for a Strategic membership. The signed agreement was included in the board packet.

Stacie requested to attend an Advanced Economic Development Leadership Course in October. Only practitioners with 7 years of experience can apply and will leave with a Master Practitioner Certificate. The cost is \$1795 plus travel and lodging. A motion was made to approve Stacie to attend said conference by Craig Freeman and seconded by Colby Richard. Motion carried unanimously.

Jon asked about an update on the housing request at Monday night's council meeting. Stacie reported that the developer was in attendance but that no action was taken by the council. They asked for additional time. Discussion occurred about the interactions with developers and the city.

Jon asked about the TIF hearing on the old hospital, which was canceled for a third time. Karen said it might be due to publishing errors.

Honorary Board Member:

Layton spoke about the good things he heard about the YEC and his hopes that there will be more and more attendance in future years as the word spreads to other classes. Isabelle had no report. Stacie requested that each student consider a quote for the opening of the two positions to future board members answering the question "why should a student apply to be a board member for Grow Ellsworth County?" She asked that they have it to her by next week.

Reports from Board Member Representatives

Craig talked about the Chamber of Commerce in Wilson possible dissolution and asked if there was something we could do. Stacie reported that she and Michelle both attended that

meeting and that they plan to attend the next WEDC meeting to possibly discuss an umbrella under that organization. WEDC currently has a project in motion.

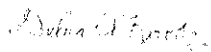
Karen asked about hearing that Marquette Chamber was planning to jump in on the Big Kansas Road Trip. Stacie reported that she had been contacted by Tim Kratzer today and informed him that there are clear boundaries on the BKRT and that unfortunately, they could not participate.

Jon asked about an update on the Big Kansas Road Trip. Stacie provided an update on the current status, which is in full marketing mode, and volunteer recruitment. Stacie asked that board members consider signing up for a 2-3 hour volunteer shift at the information centers.

Next board meeting will be the annual meeting on March 27.

Debbie Kootz moved to adjourn the meeting at 8:06 p.m., Jon Halbgewachs seconded, motion carried.

Respectfully,



Debra A. Kootz, ECED Secretary

Ellsworth County Economic Development
Balance Sheet
As of April 18, 2024
Apr 18, 24

ASSETS

Current Assets

Checking/Savings

Cash in First Bank Chkg Special	139,272.66
Cash in First Bank Revolving	21,437.85
CSB Operating Account	74,117.69
Certificate of Deposit	102,155.71
Grow Ellsworth E-Community Fund	4,316.98
Total Checking/Savings	341,300.89

Other Current Assets

Note Rec- Blended Roots	19,260.15	*Delinquent*
Note rec.--Anthony Hopkins	969.93	
Note Rec. -- Kanopolis Drive-In	1,547.64	*Delinquent*
Note Receivable - GDB Inv LLC1	3,147.93	*Delinquent*
Noted Rec - Stambaugh LLC GROW	94,911.94	
Notes Rec - Stambaugh E-Comm	29,854.15	
Notes Rec - B & K Rupp LLC	30,912.72	
Notes Rec - Barta Investments	36,067.76	
Notes Rec - Coach & Four	18,806.18	
Notes Rec - Debs Café	17,162.32	
Notes Rec - K & K Carwash	29,689.53	
Notes Rec - Kansas Foods, LLC	4,231.73	
Notes Rec - Munchkinz Bakery	23,550.06	
Notes Rec - Oak Creek Chiro	184,379.21	
Notes Rec - Raised Rustic	19,970.54	
Notes Rec - Thornton Auto	36,576.34	
Notes Rec - Walker	32,654.57	
Notes Receivable - High Jinks (2019)	27,218.32	
Notes Receivable - High Jinks (2024)	39,741.67	
Notes Receivable - High Jinks KCIF	99,388.00	
Notes Rec - Oak Creek Chiro	10,000.00	
NotesRec - Petersen Enterprise	32,387.65	
Total Other Current Assets	792,428.34	
Total Current Assets	1,133,729.23	
Fixed Assets		
Accumulated depreciation	-347.05	
Furniture and equipment	7,775.31	
Highway 14 Assets	8,440.00	
Hospital Addition Assets	61,050.00	
Total Fixed Assets	76,918.26	
TOTAL ASSETS	1,210,647.49	

Ellsworth County Economic Development

Balance Sheet

As of April 18, 2024

Apr 18, 24

E-Community	265,268.82
KCIF	283,767.21
Start Up Kansas	36,576.34
Grow Kansas	94,911.94

Loan Balances Not Returning 680,524.31

Assets less balances not returning 530,123.18

com

**Ellsworth County Economic Development
Profit & Loss Budget vs. Actual
YTD 2024 Expenses vs. Annual Budget**

	<u>Jan - Dec 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Annual Banquet Ticket Sales	565.00	1,275.00	44.31%
Application Fee	100.00	700.00	14.29%
City Dues			
City of Ellsworth	50,400.00	50,400.00	100.0%
City of Holyrood	3,600.00	3,600.00	100.0%
City of Kanopolis	4,200.00	4,200.00	100.0%
City of Lorraine	400.00	400.00	100.0%
City of Wilson	3,150.00	6,300.00	50.0%
Total City Dues	61,750.00	64,900.00	95.15%
County Contribution	0.00	71,500.00	0.0%
Donations	0.00	200.00	0.0%
Golf Tournament	0.00	5,460.00	0.0%
Golf Tournament Hole Sponsor	0.00	2,980.00	0.0%
Grant - Because We Care	0.00	0.00	0.0%
Grant - Big Kansas Road Trip	0.00	0.00	0.0%
Grant - STEM Camp	0.00	0.00	0.0%
Grant - Womens Conference	0.00	0.00	0.0%
Grant - YEC	2,200.00		
Interest Income	5,007.98	377.02	1,328.31%
Leadership	0.00	1,500.00	0.0%
Loan Origination/Admin Fee	0.00	1,560.00	0.0%
Membership	24,747.00	24,500.00	101.01%
Misc	661.24	0.00	100.0%
Professional Development Course	0.00	30.00	0.0%
Reimbursement	50.00	0.00	100.0%
Rental income	0.00	1,102.50	0.0%
Revolving Loan Annual Admin Fee	913.13	1,000.00	91.31%
STEM Camp - Sponsorship	0.00	0.00	0.0%
Transient Guest Tax	0.00	15,000.00	0.0%
Vintage to Vibrant Vendor Incom	75.00		
Womens Conference - Registratio	801.00	49.00	1,634.69%
Workforce Incentive - NWKEiCI	0.00	0.00	0.0%
Total Income	96,870.35	192,133.52	50.42%
Expense			
Accounting Expense	150.00	2,465.00	6.09%
Advertising	1,029.18	5,600.00	18.38%
Annual Banquet expense	2,265.86	2,713.32	83.51%
Balance due to County	0.00	65,000.00	0.0%
Bank Service Charges	31.88	73.76	43.22%
Big Kansas Road Trip Expense	1,733.07	2,000.00	86.65%

Ellsworth County Economic Development
Profit & Loss Budget vs. Actual
 YTD 2024 Expenses vs. Annual Budget

	<u>Jan - Dec 24</u>	<u>Budget</u>	<u>% of Budget</u>
Bonus	0.00	0.00	0.0%
Certificate of Deposit	0.00	0.00	0.0%
Donation	100.00		
Dues and Subscriptions	1,653.42	3,206.50	51.57%
Education	1,795.00	4,275.00	41.99%
Fees	0.00	0.00	0.0%
Filing Fee	0.00	0.00	0.0%
Gifts	232.99	48.47	480.69%
Golf Tournament Expenses	0.00	6,285.62	0.0%
Grant - Because We Care Exp.	0.00	6,500.00	0.0%
Grant Expense	0.00	0.00	0.0%
Insurance	0.00	520.90	0.0%
Leadership Expense	0.00	500.00	0.0%
Meals and Entertainment	304.80	1,746.03	17.46%
Membership Benefit	432.50	2,157.55	20.05%
Membership Solicitation	0.00	750.00	0.0%
Mileage & Travel	632.61	5,252.54	12.04%
NexGen Event Expense	0.00	422.80	0.0%
Office Expense			
Checks	180.31	384.24	46.93%
Computer & Printer Equipment	3,633.96	6,677.37	54.42%
Gas and Electric	808.23	1,799.34	44.92%
Misc.	74.00	916.89	8.07%
Office Expense - Chamber Phone	109.69	339.72	32.29%
Office Supplies	248.83	1,477.00	16.85%
Post Office Box	0.00	82.00	0.0%
Postage	236.52	147.54	160.31%
Rent Office Space	1,800.00	5,400.00	33.33%
Telephone	0.00	1,563.74	0.0%
Office Expense - Other	173.89	222.01	78.33%
Total Office Expense	7,265.43	19,009.85	38.22%
Printing and Reproduction	0.00	924.28	0.0%
Projects/Long Range Planning	0.00	347.88	0.0%
Scholarship	0.00	500.00	0.0%
STEM Camp- Sponsorship	250.00	0.00	100.0%
STEM Camp - Misc Expense	0.00	3,094.05	0.0%
Taxes	0.00	2,324.32	0.0%
Tourism Expense	50.00	3,103.20	1.61%
Transient Guest Tax Expense	3,050.12	16,405.00	18.59%
Travel & Conference Fees	692.32	1,062.57	65.16%
Utilities	0.00	0.00	0.0%
Women's Conference Expense	605.92	0.00	100.0%

Ellsworth County Economic Development
Profit & Loss Budget vs. Actual
YTD 2024 Expenses vs. Annual Budget

	<u>Jan - Dec 24</u>	<u>Budget</u>	<u>% of Budget</u>
Workforce Incentive Expense	0.00	27,500.00	0.0%
YEC Expense	121.33		
YEC Prize	3,300.00	3,300.00	100.0%
Total Expense	<u>25,696.43</u>	<u>187,088.64</u>	<u>13.74%</u>
Net Ordinary Income	<u>71,173.92</u>	<u>5,044.88</u>	<u>1,410.82%</u>
Net Income	<u><u>71,173.92</u></u>	<u><u>5,044.88</u></u>	<u><u>1,410.82%</u></u>

**Ellsworth County Economic Development
Transactions by Account
As of April 30, 2024**

11:09 AM
04/18/24
Cash Basis

Type	Date	Num	Name	Memo	Cir	Split	Original Amount	Paid Amount	Balance
Cash in First Bank Chkg Special									
Deposit	04/01/2024								139,209.83
Check	04/01/2024	DC	the petal place	Wenz Interiors	X	Membership	250.00	250.00	139,459.83
Check	04/01/2024	DC	Deluxe Check	Karen Bonar Board Gift		Gifts	-39.13	-39.13	139,420.70
Deposit	04/01/2024			Vyve		Checks	-180.31	-180.31	139,240.39
Check	04/03/2024	DC	Canva	BKRT Hours Signs		Membership	500.00	500.00	139,740.39
Check	04/03/2024	DC	Vistaprint.com			Dues and Subscripti...	-12.95	-12.95	139,727.44
Check	04/03/2024		Monday			Transient Guest Ta...	-84.80	-84.80	139,642.64
Deposit	04/08/2024			Connally Agency		Dues and Subscripti...	-90.00	-90.00	139,552.64
Deposit	04/08/2024			Deposit		Membership	250.00	250.00	139,802.64
Deposit	04/08/2024			Svaty Produce March		Undeposited Funds	50.00	50.00	139,852.64
Check	04/09/2024	DC	Google	Storage on email		Membership	80.00	80.00	139,932.64
Check	04/11/2024		Thinglink			Computer & Printer ...	-1.99	-1.99	139,930.65
Deposit	04/11/2024			Shannon Rose Quilt Bam		Dues and Subscripti...	-300.00	-300.00	139,630.65
Check	04/12/2024	DC	SimpleText	Deposit		Vintage to Vibrant V ...	25.00	25.00	139,655.65
Check	04/12/2024	DC	SimpleText	Extra credits used		Undeposited Funds	15.00	15.00	139,670.65
Check	04/15/2024	DC	Kansas State Unive...			Dues and Subscripti...	-0.52	-0.52	139,670.13
Check	04/15/2024	DC	Yiftee			Dues and Subscripti...	-29.00	-29.00	139,641.13
Check	04/16/2024	dc	Holiday Inn	State event parking passes		YEC Expense	-24.00	-24.00	139,617.13
Check	04/16/2024	dc	Holiday Inn	Social media trivia contest		Membership Benefit	-53.50	-53.50	139,563.63
Check	04/16/2024	DC	Radina's Coffee Ho...	Stacie Schmidt - YEC		Travel & Conferenc...	-134.68	-134.68	139,428.95
Check	04/16/2024	DC		Michelle Skurkis - YEC		Travel & Conferenc...	-134.68	-134.68	139,294.27
Check	04/16/2024	DC		YEC - Stacie & Michelle		Meals and Entertain...	-21.61	-21.61	139,272.66
Total Cash in First Bank Chkg Special									
								62.83	139,272.66
Cash in First Bank Revolving									
Transfer	04/01/2024			Funds Transfer		Notes Rec - Raised ...	231.00	231.00	20,551.57
Transfer	04/01/2024			Funds Transfer		Notes Rec - Hattie J...	195.00	195.00	20,782.57
Transfer	04/05/2024			Funds Transfer		Notes Rec - Barta I...	460.28	460.28	20,977.57
Total Cash in First Bank Revolving									
								886.28	21,437.85
CSB Operating Account									
Deposit	04/15/2024			Deposit		Undeposited Funds	400.00	400.00	73,717.69
Total CSB Operating Account									
								400.00	74,117.69
Grow Ellsworth E-Community Fund									
Transfer	04/01/2024	1268	Kansas Center for E...	Funds Transfer		NotesRec - Petersen...	488.00	488.00	4,206.98
Check	04/01/2024			Petersen Ent		E-Community Loan ...	-478.00	-478.00	4,694.98
Transfer	04/01/2024			Funds Transfer		Notes Receivable - ...	435.00	435.00	4,216.98
Transfer	04/01/2024			Funds Transfer		Notes Rec - High Ji...	1,122.00	1,122.00	4,651.98
Check	04/01/2024	1269	Kansas Center for E...	High Jinks		E-Community Loan ...	-425.00	-425.00	5,773.98
Check	04/01/2024	1270	Kansas Center for E...	High Jinks CIF #2		E-Community Loan ...	-1,112.00	-1,112.00	5,348.98
Transfer	04/15/2024			GROW & E comm		Noted Rec - Stamb...	1,466.00	1,466.00	4,236.98
Transfer	04/15/2024			Funds Transfer		Notes Rec - Oak Cr...	2,234.93	2,234.93	5,702.98
Transfer	04/15/2024			Zeal		Notes Rec - B & K ...	500.00	500.00	7,937.91
Transfer	04/15/2024			Funds Transfer		Notes Receivable - ...	489.69	489.69	8,437.91
Transfer	04/15/2024			Funds Transfer		Notes Rec - Thornito...	487.29	487.29	8,927.60
Transfer	04/15/2024			Funds Transfer		Notes Rec - Walker	416.00	416.00	9,414.89
Transfer	04/15/2024			Funds Transfer		Notes Rec - Walker	416.00	416.00	9,830.89

**Ellsworth County Economic Development
Transactions by Account
As of April 30, 2024**

11:09 AM
04/18/24
Cash Basis

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Transfer	04/15/2024			Funds Transfer		Notes Rec - K & K ...	488.00	488.00	10,318.89
Check	04/15/2024	1271	Kansas Center for E...	Stambaugh GROW		E-Community Loan ...	-1,112.00	-1,112.00	9,206.89
Check	04/15/2024	1272	Kansas Center for E...	Stambaugh E-Comm		E-Community Loan ...	-334.00	-334.00	8,872.89
Check	04/15/2024	1273	Kansas Center for E...	Oak Creek		E-Community Loan ...	-2,224.93	-2,224.93	6,647.96
Check	04/15/2024	1274	Kansas Center for E...	B & K Rupp		E-Community Loan ...	-490.00	-490.00	6,157.96
Check	04/15/2024	1275	Kansas Center for E...	hIGH jINKS		E-Community Loan ...	-479.69	-479.69	5,678.27
Check	04/15/2024	1276	Kansas Center for E...	Thornton		E-Community Loan ...	-477.29	-477.29	5,200.98
Check	04/15/2024	1277	Kansas Center for E...	Walkers		E-Community Loan ...	-406.00	-406.00	4,794.98
Check	04/15/2024	1278	Kansas Center for E...	K & K Carwash		E-Community Loan ...	-478.00	-478.00	4,316.98
Total Grow Ellsworth E-Community Fund								110.00	4,316.98
TOTAL								1,459.11	239,145.18