



Ellsworth County Economic Development

Board of Directors Meeting

AGENDA

May 22, 2024

**LOCATION: ELLSWORTH COUNTY HOSPITAL BOARD ROOM
6:00PM BOARD TRAINING, FOLLOWED BY SHORT BUSINESS MEETING**

Call meeting to order

Additions to Agenda

Consent Agenda:

Approval of minutes from previous meetings

Treasurer's Report

Executive Director Report

Assistant Director Report

NO Honorary Board Member Report

Board Member Comments

Next meeting date: June 26 | 6pm | ECMC Board Room for Strategic Discussion

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Grow Ellsworth County a.k.a Ellsworth County Economic Development
MINUTES
Board of Directors Meeting
April 24, 2024

The meeting was called to order by President Justin Lindsley at 7:00pm.

Member Present: Stacie Schmidt, Michelle Skurkis, Colby Richard, Kregg Clarke, Sarah Freeman, Jessica Homolka, Olivia Stevenson, Isabelle Lindsley, Justin Lindsley, Layton Leiker, Aubrey Ptacek, Curt Glaser, Jon Halbgewachs, Jim Kirkbride, Peter Solie, Rachael Barta via phone, Sara Oberle via phone

Members Absent: Craig Freeman, Debbie Kootz

The minutes of the February meeting were reviewed. Jon Halbgewachs made a motion to approve the minutes as presented. Peter Solie seconded. Motion carried.

The treasurer's report was reviewed. There are a couple of delinquent loans. Stacie noted that the interest income was from the Certificate of Deposit, which was not transferred when the fund was moved to First Bank Kansas (via RFP). Jon Halbgewachs made a motion to approve the treasurer's report. Aubrey Ptacek seconded. Motion carried unanimously.

Dashboard:

The dashboard was reviewed with no questions or comments.

Executive Director Communication

Officer elections were discussed, with conversation about potential candidates interested in taking officer positions. A motion was made by Peter Solie to retain the current officers, with Aubrey Ptacek seconding. Motion carried.

A motion to approve the election of Olivia Stevenson as a member representative and a result of the member ballots was made by Jessica Homolka and seconded by Jim Kirkbride. Motion carried unanimously. Olivia introduced herself and looks forward to representing downtown retail as a representative and advocating for Grow Ellsworth County.

Stacie provided an update on housing, in working with developers in Ellsworth and Wilson for a county wide MIH grant application.

Stacie asked for feedback from the annual meeting. Comments were that the food was great, it was a fun and interact event with board member participation, but the evening needs to be a bit shorter with better lighting on stage.

Stacie and Michelle accompanied Sophomore Josie Kueser, our local Youth Entrepreneurship Challenge winner, to the state competition, where she won top awards and her total winnings for her year was \$4,000.

Stacie reported on tourism updates, including the coordination of lunch for 750+ bikers on June 11 for Biking Across Kansas, KSN's Summer Road Trip on June 6, and a group coming in July. Michelle is taking advantage of the Big Kansas Road Trip to update the back-end of Kansas Tourism listings (businesses and attractions) and also cross reference the items we have on the Explore Ellsworth County website. With all narrative written, photos up, and current information consolidated, it is a good opportunity for us to use that information for multiple purposes.

The rural mural grant has been submitted and will be determined in June. This application is for one mural in Holyrood.

One additional loan for \$40,000 has closed since our last meeting. There are 2 possible applicants in the pipeline.

Michelle gave an update on membership.

Stacie provided an update on the professional recruitment discussion that has been brought up in previous meetings. Additional information was provided by the Northwest Kansas Economic Innovation Center for the pilot Make My Move program they are funding for 10 counties, including ours. This program is a marketing "marketplace" to recruit remote workers to live in rural Kansas. Stacie has submitted all of the information they need to get the Ellsworth County site live, which should be available for viewing by next meeting. Make My Move through the Economic Innovation Center will pay a cash incentive of \$5,000 for anyone relocating to Ellsworth County, in addition to the local incentive package we provide. This does NOT address the professional recruiting for attorneys, engineers, etc, so we will need to readdress that. The workforce incentive program CAN be utilized for specific recruitment.

Stacie provided an update on the honorary board member recruitment process and asked for volunteers to interview candidates. Jessica and Colby volunteered.

Stacie provided an update on Big Kansas Road Trip and answered questions. This is the largest tourism opportunity this county has ever seen. The analytics are reaching hundreds of thousands of people, so we anticipate a great attendance, dependent on weather, and the opportunity to capture sales during this weekend and far beyond.

Stacie recommended the board consider board training which would help unify our efforts since the merger. There was discussion about the membership component, what the purpose of board training is, and defining our memberships' expectations into modern needs. Stacie will move forward with a facilitator and provide further information as she has commitments from the facilitators.

Jon asked about the officer's term dates on the list of board members. Stacie will verify. Upcoming events were reviewed, along with information about the NewBreak article that was later removed after the rebuttal press release.

Honorary Board Member:

Justin thanked the students for their time and commitment, as this will be their last meeting. Layton and Isabelle thanked the board members for the opportunity and expressed their growth through the experience.

Reports from Board Member Representatives

Curt brought up the farm lease agreement between ECED and David Bircher. We do not have a copy of that lease agreement, as it predates the current Director. Stacie will have Theresa send Mr Bircher a letter determining if he has a copy we can work to amend for a renegotiated lease.

Next board meeting will be May 22, 2024.

Jon Halbgewachs moved to adjourn the meeting at 8:10 p.m., Colby Richard seconded, motion carried.

Respectfully,

Michelle Skurkis
On behalf of Debra A. Kootz, ECED Secretary

Ellsworth County Economic Development

Balance Sheet

As of May 16, 2024

May 16, 24

ASSETS

Current Assets

Checking/Savings

Cash in First Bank Chkg Special	138,248.46
Cash in First Bank Revolving	23,461.72
CSB Operating Account	72,605.92
Certificate of Deposit	100,000.00
Grow Ellsworth E-Community Fund	4,416.98
Total Checking/Savings	338,733.08

Other Current Assets

Note Rec- Blended Roots	19,260.15
Note rec.--Anthony Hopkins	442.37
Note Rec. -- Kanopolis Drive-In	1,547.64
Note Receivable - GDB Inv LLC1	3,147.93
Noted Rec - Stambaugh LLC GROW	94,306.13
Notes Rec - Stambaugh E-Comm	29,644.54
Notes Rec - B & K Rupp LLC	30,542.94
Notes Rec - Barta Investments	35,731.47
Notes Rec - Coach & Four	18,624.15
Notes Rec - Debs Café	17,048.83
Notes Rec - K & K Carwash	29,335.24
Notes Rec - Kansas Foods, LLC	3,888.95
Notes Rec - Munchkinz Bakery	23,087.77
Notes Rec - Oak Creek Chiro	182,692.05
Notes Rec - Raised Rustic	19,873.46
Notes Rec - Thornton Auto	36,576.34
Notes Rec - Walker	32,384.63
Notes Receivable - High Jinks (2019)	26,870.94
Notes Receivable - High Jinks (2024)	39,504.34
Notes Receivable - High Jinks KCIF	98,839.20
NotesRec - Petersen Enterprise	32,387.65
Notes Rec - Oak Creek Chiro	10,000.00

Total Other Current Assets 785,736.72

Total Current Assets 1,124,469.80

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 1,201,388.06

Ellsworth County Economic Development
Balance Sheet
As of May 16, 2024

	May 16, 24
E-Community	243,758.05
KCIF	281,531.25
Start Up Kansas	36,576.34
Grow Kansas	94,306.13

Loan Balances not returning	656,171.78
Assets less balances not returning	545,216.28

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	5,029.16	377.02	1,333.92%
Leadership	0.00	1,500.00	0.0%
Loan Origination/Admin Fee	0.00	1,560.00	0.0%
Membership	25,326.00	24,500.00	103.37%
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	1,102.50	1,102.50	100.0%
Revolving Loan Annual Admin Fee	913.13	1,000.00	91.31%
STEM Camp - Sponsorship	200.00	0.00	100.0%
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	98,773.03	192,133.52	51.41%
Expense			
Accounting Expense	150.00	2,465.00	6.09%
Advertising	1,320.63	5,600.00	23.58%
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	37.04	73.76	50.22%
Big Kansas Road Trip Expense	1,933.07	2,000.00	96.65%

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	2,604.22	3,206.50	81.22%
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	390.66	48.47	805.98%
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	332.70	1,746.03	19.06%
Membership Benefit	661.50	2,157.55	30.66%
Membership Solicitation	0.00	750.00	0.0%
Mileage & Travel	1,594.73	5,252.54	30.36%
NexGen Event Expense	0.00	422.80	0.0%
Office Expense			
Checks	180.31	384.24	46.93%
Computer & Printer Equipment	4,084.64	6,677.37	61.17%
Gas and Electric	943.45	1,799.34	52.43%
Misc.	111.00	916.89	12.11%
Office Expense - Chamber Phone	135.81	339.72	39.98%
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	2,250.00	5,400.00	41.67%
Telephone	0.00	1,563.74	0.0%
Office Expense - Other	173.89	222.01	78.33%
Total Office Expense	8,364.45	19,009.85	44.0%
Printing and Reproduction	52.00	924.28	5.63%
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	3,556.16	16,405.00	21.68%
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	281.53		
YEC Prize	3,300.00	3,300.00	100.0%
Total Expense	<u>30,337.79</u>	<u>187,088.64</u>	<u>16.22%</u>
Net Ordinary Income	<u>68,435.24</u>	<u>5,044.88</u>	<u>1,356.53%</u>
Net Income	<u>68,435.24</u>	<u>5,044.88</u>	<u>1,356.53%</u>

**Ellsworth County Economic Development
Transactions by Account
As of May 31, 2024**

9:52 AM
05/16/24
Cash Basis

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Cash in First Bank Chkg Special									
Check	05/03/2024	DC	EI A De Oros	Stacie and Michelle - BKRT		Meals and Entertain...	-27.90	-27.90	138,510.30
Check	05/03/2024	AUTO	Carva			Dues and Subscripti...	-12.95	-12.95	138,482.40
Check	05/04/2024	DC	Monday			Dues and Subscripti...	-90.00	-90.00	138,469.45
Check	05/06/2024					Membership Benefit	-53.50	-53.50	138,379.45
Deposit	05/06/2024			Svatys (reimbursed by Sv...		Membership	230.00	230.00	138,325.95
Check	05/07/2024	DC	Dollar General	Svaty April & May + \$50.0...		YEC Expense	-62.52	-62.52	138,555.95
Check	05/08/2024	DC	Hattie Jos	Teacher Champion Stipend		YEC Expense	-97.68	-97.68	138,493.43
Check	05/10/2024	DC	Raised Rustic	teacher stipend for middle ...		Gifts	-34.80	-34.80	138,395.75
Check	05/10/2024	DC	Microsoft	Kansas Sampler Foundati...		Computer & Printer ...	-6.99	-6.99	138,360.95
Check	05/10/2024	DC	SimpleText			Dues and Subscripti...	-29.00	-29.00	138,353.96
Check	05/15/2024	DC	StudioShot	Headshot Jessica		Membership Benefit	-29.25	-29.25	138,324.96
Check	05/15/2024	DC	StudioShot	Headshot Mark		Membership Benefit	-29.25	-29.25	138,295.71
Check	05/15/2024	DC	StudioShot	Headshot Anita		Membership Benefit	-29.25	-29.25	138,266.46
Check	05/15/2024	DC	StudioShot	Headshot Belem		Membership Benefit	-29.25	-29.25	138,237.21
Check	05/15/2024	DC	StudioShot	Headshot Jan		Membership Benefit	-29.25	-29.25	138,207.96
Check	05/15/2024	DC	StudioShot	Headshot Kenzie		Membership Benefit	-29.25	-29.25	138,178.71
Deposit	05/15/2024	DC	StudioShot	Civic Pride Partner - Cynth...		Membership	99.00	99.00	138,149.46
Total Cash in First Bank Chkg Special									
Cash in First Bank Revolving									
Transfer	05/06/2024			Funds Transfer		Notes Rec - Raised ...	231.00	231.00	22,309.44
Transfer	05/06/2024			Funds Transfer		Notes Rec - Debs C...	195.00	195.00	22,540.44
Transfer	05/07/2024			Funds Transfer		Notes Rec - Barta l...	460.28	460.28	22,735.44
Transfer	05/15/2024			Funds Transfer		Note rec.--Anthony ...	266.00	266.00	23,195.72
Total Cash in First Bank Revolving									
CSB Operating Account									
Total CSB Operating Account									
Grow Ellsworth E-Community Fund									
Transfer	05/03/2024			Funds Transfer		Notes Rec - Oak Cr...	2,234.93	2,234.93	4,336.98
Check	05/03/2024	1280	Kansas Center for E...	Oak Creek		E-Community Loan ...	-2,224.93	-2,224.93	6,571.91
Transfer	05/06/2024			Funds Transfer		Notes Rec - High Ji...	1,122.00	1,122.00	4,346.98
Check	05/06/2024			KCIF #2		Notes Receivable - ...	435.00	435.00	5,468.98
Check	05/06/2024	1281	Kansas Center for E...	High Jinks KCIF #2		E-Community Loan ...	-1,112.00	-1,112.00	5,903.98
Check	05/06/2024			KCIF #1		Notes Receivable - ...	489.69	489.69	4,791.98
Check	05/06/2024	1282	Kansas Center for E...	High Jinks KCIF #1		E-Community Loan ...	-425.00	-425.00	5,281.67
Check	05/06/2024	1283	Kansas Center for E...	High Jinks KCIF #1		E-Community Loan ...	-479.69	-479.69	4,856.67
Transfer	05/06/2024			Funds Transfer		E-Community Loan ...	500.00	500.00	4,376.98
Check	05/06/2024	1284	Kansas Center for E...	B & K Rupp		Notes Rec - B & K ...	-490.00	-490.00	4,386.98
Transfer	05/07/2024			Funds Transfer		Noted Rec - Stamb...	1,466.00	1,466.00	4,366.98
Check	05/07/2024	1285	Kansas Center for E...	Stambaugh GROW		E-Community Loan ...	-1,122.00	-1,122.00	5,852.98
Check	05/07/2024	1286	Kansas Center for E...	Stambaugh E-Comm		E-Community Loan ...	-334.00	-334.00	4,730.98
Check	05/10/2024			Funds Transfer		Notes Rec - Walker	416.00	416.00	4,396.98
Check	05/10/2024	1287	Kansas Center for E...	Walker		E-Community Loan ...	-406.00	-406.00	4,812.98
Transfer	05/10/2024			Funds Transfer		Notes Rec - K & K ...	488.00	488.00	4,406.98

9:52 AM
 05/16/24
 Cash Basis

**Ellsworth County Economic Development
 Transactions by Account
 As of May 31, 2024**

Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Check	05/10/2024	1288	Kansas Center for E...	K & K Carwash		E-Community Loan ...	-478.00	-478.00	4,416.98
Total Grow Ellsworth E-Community Fund								80.00	4,416.98
TOTAL								970.44	238,733.08