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RECORD OF PROCEEDINGS

Minutes of

Meeting

COPLY COMMUNITY IMPROVEMENT CORPORATION

DAYTON LEGAL BLANK, INC. FORM NO. 2148

Held

June 21, 2018

20

Date: June 21, 2018 6:00 pm
Place: Copley Town Hall

Attendees:
Susan Bishop
John Duncan
Kevin Fallon
Helen Humphrys
Sylvia Chinn-Levy
Janice Marshall
Steve Panzner
Nancy Roesner
Joe Saporito
Lynn Slaby
Matt Springer

Open

Meeting called to order at 6:00 p.m. by Chairman Lynn Slaby.

Meeting Certification

Matt Springer placed the meeting notice in the West Side Leader and the Akron Beacon Journal and on the main entrance door of Copley Town Hall.

Secretary's Report

Minutes - The meeting minutes of April 19, 2018 were accepted.

Secretary Sue Bishop offered a motion to adopt the Copley Community Improvement Corporation Conflict of Interest Policy. The policy will be signed by all board members annually. Kevin Fallon seconded the motion; the motion carried.

Treasurer's Report

Treasurer Janice Marshall reported \$216,600 in the account:
\$ 6,600 seed money from Copley Township
\$ 10,000 for Executive Director's salary from Copley Township
\$200,000 first of an annual distribution from Copley Township

Janice presented a budget for adoption. Kevin Fallon suggested to include monthly income, rent or lease, for years two and three with offsetting expenses. All concurred. Steve Panzner moved to adopt the amended budget for 2018, second by John Duncan; the motion carried

OPERATING BUDGET

	2017	2018	2019	2020
Public Support (individual and corporate donations)	\$ -	\$ -	\$ -	\$ -
Grants (Township of Copley)	\$ -	216,600	\$ 210,000	\$ 210,000
Real Estate Income			\$ 18,000	\$ 24,000
Interest Income (earned on invested assets)	\$ -	\$ -	\$ 50	\$ 50
Total Income	\$ -	216,600	\$ 228,050	\$ 234,050

EXPENSES

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Meeting

COPLEY COMMUNITY IMPROVEMENT CORPORATION

DAYTON LEGAL BLANK, INC. FORM NO. 1014B

Held June 21, 2018 20

Real Estate Acquisitions for Economic Development Purposes

Table with 4 columns: Description, Amount 1, Amount 2, Amount 3. Rows include Executive Director, Matthew Springer, Real Estate Management Company, Professional/Legal/Accounting Fees, Licenses, Dues and Fees, Advertising costs, Communication, Continuing Education, Insurance, Office Equipment, Postage/Mailing/Shipping, Printing/Publication, Office Supplies, Website development & maintenance, Total Expenses, and Net Income.

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Janice discussed the accounting firms Haramis & Roe, Schulte and Company, and MacGregor & Broemsen that she interviewed. Her recommendation is MacGregor & Broemsen at \$80 per hour. Keven Fallon moved approval, second by Steve Panzner; the motion carried.

Report from the Executive Director

Executive Director Matt Springer requested the following approvals:

- Adoption of the Amended Articles of Incorporation
Kevin Fallon moved approval, second by Joe Saporito; the motion carried.
Resolution 2018-01 To Adopt the Community Improvement Corporation Strategic Plan
Joe Saporito moved approval, second by Steve Panzner; the motion carried.
Confirm the 2018 CIC Board Roster
Sylvia Chinn-Levy moved to amend the roster by removing Akron where appropriate and replacing with Copley for physical mailing addresses. Steve Panzner second; the motion carried.

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RECORD OF PROCEEDINGS

Minutes of

Meeting

COPLEY COMMUNITY IMPROVEMENT CORPORATION

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held June 21, 2018 at 20

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- Authorization to pay the necessary fees to the Internal Revenue Service for the submittal of the 1023 application. Kevin Fallon moved not to exceed \$1,000 for filing fee, second by Steve Panzner; the motion carried.
- Executive Session to discuss acquisition of land. Kevin Fallon so moved, second by Janice Marshall. Roll Call: Sue Bishop, Yes; John Duncan, Yes; Steve Panzner, Yes; Kevin Fallon, Yes; Helen Humphrys, Yes; Sylvia Chinn-Levy, Yes; Janice Marshall, Yes; Joe Saporito, Yes; and Lynn Slaby, Yes. The time was 6:55 p.m. The session ended at 7:55 p.m. with a Roll Call vote all Yes.

Old Business

Janice Marshall asked for approval on the insurance policy with Auto Owners for General Liability at an annual premium of \$399 and for Officers Errors and Omissions for an annual premium of \$1,315 without retention. Kevin Fall moved approval with the start date of policy same as filing date, second by Joe Saporito; the motion carried.

The board agreed to meet next week, June 28, 2018 at 6:00 p.m.

With no further business to come before the board, Mr. Slaby called for a motion to adjourn at 8:10 p.m. Motion by Joe Saporito, second by John Duncan; the motion carried.

Approved By:

Submitted By:

Mr. Lynn Slaby, President

Mrs. Susan Bishop, Secretary