

Northeast Indiana Regional Development Authority (RDA)  
Meeting Minutes  
5/09/18

The meeting was held at 3:00PM at the NE IN Reg. Partnership office: 200 E. Main St., Suite 910, Fort Wayne, IN 46802.

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**Attendance**

Brad Bishop, Gene Donaghy, Bob Marshall

**Staff**

Liz Boren, Andrew Boxberger, Michael Galbraith, John Sampson, Erin Whittle

**Call to Order**

Brad Bishop called the meeting to order.

**Approval of Minutes**

Brad Bishop

Brad Bishop asked for a motion to approve the March meeting minutes. **Gene Donaghy motioned, Bob Marshall seconded, and the motion was unanimously approved.**

**Claims**

Brad Bishop

Brad Bishop asked for a motion to approve the claims. **Bob Marshall motioned, Gene Donaghy seconded, and the motion was unanimously approved.**

**Road to One Million Projects-Pending**

Michael Galbraith

Mike gave an overview of the Road to One Million projects. The University of St. Francis submitted a disbursement request at a previous meeting and members of the Board signed the check. The Regional Trails—Fort Wayne project submitted a disbursement request. Brad Bishop asked for a motion to approve the request, pending receipt of the sub-recipient agreement. **Gene Donaghy motioned, Bob Marshall seconded and the request was unanimously approved.**

The Michiana Event Center submitted their 4<sup>th</sup> and final disbursement request. Brad Bishop asked for a motion to approve the request. **Gene Donaghy motioned, Bob Marshall seconded and the request was unanimously approved.**

The Strawberry Valley Cultural Trail submitted a disbursement request. Brad Bishop asked for a motion to approve the request. **Bob Marshall motioned, Gene Donaghy seconded and the request was unanimously approved.**

**Other Business:**

Michael Galbraith

Erin gave a status update on the financials. Brad Bishop asked for a motion to approve financials. **Bob Marshall motioned, Gene Donaghy seconded and the motion was unanimously approved.**

Brian Cherry spoke briefly about the RDA audit. Brad Bishop asked for a motion to approve the audit. **Bob Marshall motioned, Gene Donaghy seconded and the motion was unanimously approved.**

Mike and Andy Boxberger gave an update regarding Regional housing. No action was needed.

**New Business:**

Mike submitted a letter regarding the transfer of remaining funds from the Skyline project into a new account. Brad Bishop asked for a motion to approve. **Gene Donaghy motioned, Bob Marshall seconded and the motion was unanimously approved.**

Mike asked the Board Members to sign a conflict of interest policy, which was the same conflict of interest policy signed last year.

Erin submitted a request for the Board to approve the DNO Insurance pending it is within a 10% variance in cost to last year. Brad Bishop asked for a motion at approve. **Bob Marshall motioned, Gene Donaghy seconded and the motion was unanimously approved, pending confirmation of the 10% variance.**

Mike brought up that a county had approached him with a project seeking RDA funds if the RDA should decide to consider projects again. Discussion followed. The Board Members decided it was best to set an executive session meeting in June to discuss this idea with all Board Members present.

#### **Adjournment**

With no more new business Brad Bishop asked for a motion to adjourn the meeting. **Bob Marshall motioned, Gene Donaghy seconded, and the motion was unanimously approved.**