**Minutes**

*The mission of the Mount Pulaski Economic Development and Planning Board is to improve the quality of life and create a shared prosperity in our community by retaining, sustaining, and enhancing existing businesses and community organizations, attracting, and developing new businesses and improving and upgrading infrastructure.*

**Date: 11/1/2023**

**Time: 6:15 pm**

**Location: 124 S Washington St, Mt Pulaski IL 62548**

**Meeting Type: Business**

1. Call to Order: Andrew called the meeting to order at 6:31 pm
2. Roll Call: Present-Andrew Meister, Tracy Pulliam, Erin Wyss, Doug Johnson, and administrator Deanna Howard. Corey Leonard and Benjamin Butler were absent.
3. Introduction of guests: No guests present.
4. Approval of Consent Agenda-payments and minutes: **Erin motioned to approve the minutes and Doug seconded the motion. All present members voted “aye” and the motion passed.
Erin motioned to approve the consent agenda. Motion was seconded by Tracy. Roll call vote: Andrew-aye, Tracy-aye, Erin-aye, Doug-aye. Corey and Ben absent.**
5. Treasurer Report: Deanna presented the treasurer report.
6. Old Business
	1. Project Updates
		1. Frazier Park: Matt Presswood would like to have another meeting and he would like to replace the batting cages with playground equipment.
		2. 23/24 FY Budget-the budget was approved. Deanna gave Erin detailed notes for the changes from October’s meeting to make the changes on her budget report for the board to review.
		3. Move funds to investment account. Deanna talked to Bill Glaze at Longview Community Bank about CD options for the Business District funds. He offered 5.25% for 30-day CD and 5.5% for 60 day CD. He did change the bank accounts to interest bearing accounts. EDPB prefers to invest locally if city council would agree because the bank uses those funds to loan to local customers. **Erin motion for supporting that Business District Tax funds be put into investment account held at Longview Community Bank. Tracy seconded the motion and all members voted “aye”; the motion carried.**
	2. Tabled grant review.
		1. Mt Pulaski Community Garden: Erin presented the grant for the community garden. The board discussed whether Erin should or should not vote on the grant. Erin does not receive any compensation from the community garden and is only paid for receipts provided for expenses. Therefore, the board decided that her vote is allowed.  **Andrew motioned to approve up to $1000.00. Doug seconded the motion. Roll Call Vote: Andrew-aye, Tracy-aye, Erin-aye, Doug-aye. Corey and Ben absent.**
		2. Next Stop Saloon: The board discussed the bids presented with this grant request. **Erin motioned to approve recommending city council approve 50% up to $5000 total for the window and mini split projects. The motion was seconded by Tracy. Roll call vote: Andrew-aye, Tracy-aye, Erin-aye, Doug-aye. Corey and Ben absent.**
		3. Farm Fed Co-op: Andrew read an update from Tom Martin. Doug added that he will be taking care of infrastructure costs. Functioning restroom, heating, and A/C etc. and that the co-op will be covering build-out costs associated with making the space fit their needs. No actions for this item.
7. New Business
	1. Community organization donations. -tabled
	2. City Council Updates-no updates
	3. Market on the Hill: The Market on the Hill sent an email requesting emergency funds to cover expenses. The EDPB discussed this request finding that they lacked the knowledge of the true financial situation to decide. **Erin motioned to table the discussion and Tracy seconded the motion. All present members voted “aye” and the motion passed.**The last vote to provide MOTH with up to $3000 per month to supplement losses was approved to cover fiscal year 23/24 until the budget was passed. **Erin motioned that we would continue to make our up to $3,000.00 per month deficit payments to Market on the Hill based on their timely monthly financials through the end of this budget period as in the approved budget. The motion was seconded by Tracy. Roll call vote: Andrew-aye, Tracy-aye, Erin-aye, Doug-aye. Corey and Ben absent.**
	4. Administrator Raise: Deanna presented the raises approved for city employees by city council and that EDPB administrator pay is solely up to EDPB members to approve. **Andrew motioned to approve that we increase the administrator’s pay to $20 an hour affective the current pay period. Erin seconded the motion. Roll call vote- Andrew-aye, Tracy-aye, Erin-aye, Doug-aye. Corey and Ben absent.**
	5. 501c3-Deanna has asked the Community Association of Mt Pulaski to take the role of the community non-profit with 501c3 status to funnel grants through. The EDPB would be supportive of this and would consider a grant to help with starting costs.
8. Other Business/Non-Agenda items: The board discussed some other ideas to be proactive with the funds available.
9. Executive Session
10. Next Meeting 12/6/2023 6:15 pm
11. Adjournment: **Tracy motioned to adjourn the meeting at 7:58 pm and Erin seconded the motion. All present members voted “aye” and the motion passed.**