

**Minutes of the October 22, 2024
Executive Board Meeting of the
Indiana 15 Regional Planning Commission**

CALL TO ORDER

Chair Jon Craig called the meeting to order at 6:00 pm.

ROLL CALL

Secretary Balaji Kashyab performed roll call; Jon Craig, Zach Brown, Balaji Kashyab, Beverly Schulthise, Bill Byrd, Melanie Barrett, Theron Owen, Randy Cole, and Kullen Cook were present. Nathan Held and Cheri Taylor of the Commission were also in attendance.

AGENDA: ADDITIONAL BUSINESS

Chair Jon Craig called for additional agenda items. None were presented.

APPROVAL OF MINUTES AND AGENDA AS PRESENTED

Chair Jon Craig presented the minutes from the Executive Board meeting held September 24, 2024. Melanie Barrett made a motion to approve the minutes and agenda, seconded by Zach Brown and motion carried.

TREASURER'S REPORT

Treasurer Beverly Schulthise gave the Treasurer's Report. As of October 9th receipts were \$24,142.34 and disbursements were \$16,094.02. Since the report was printed, additional receipts were \$8,000.00 and disbursements were \$20,444.56. The actual total cash balance is \$638,665.72. The total aging schedule was \$78,415.25. There is one 12-month CD totaling \$250,000.00 and \$309,313.53 investment in TrustIndiana. The restricted savings has a balance of \$10,511.99. Bill Byrd made a motion to approve the Treasurer's Report pending audit, seconded by Kullen Cook and motion carried.

DIRECTOR'S REPORT

Chair Jon Craig called for the Director's Report from Executive Director Nathan Held. Mr. Held reported on projects as follows:

- Project Status Reports were distributed to Board members.
- The open Project Administrator position has been filled. The new employee will start in January 2025.
- Last week Nathan Held and Lindsey Hoffman attended the IARC/MPO Conference in Indianapolis. One highlight from the conference was a state-wide Talent Attraction and Childcare study done by the Indiana Economic Development Association. Various partners throughout the state sponsored the study including IARC and Indiana 15 along with other regions, providing \$500 each toward the study.
- Last week we received an email from NADO asking for letters of support addressed to Congress for the reauthorization of EDA. EDA has not been reauthorized in 20 years. If EDA is reauthorized according to the Senate recommendation, planning commissions could see an increase in grant funding with no local match required.
- Nathan attended the INDOT Annual Planning Coordination meeting at Vincennes today. Nathan is looking into ways Indiana 15 can grow in the transportation field.

OLD BUSINESS

- 2025 Event - Jon Craig, Balaji Kashyab, Beverly Schulthise, Nathan Held, and Ken Sicard had a planning call yesterday. The tentative date set for the Elected Officials event is February 25, 2025 at the Jasper Parklands. It will be a listening and networking session. The evening could start with an Indiana 15: 101 session, proceed with a facilitated session, followed by group discussion and end with dinner and a speaker. The committee will continue to meet to finalize plans.

NEW BUSINESS

- 2025 Operating budget discussion – Nathan gave an overview of the budget.

Resolutions for Approval

- Approval to destroy equipment; Resolution 2024-25
Beverly Schulthise made a motion to approve Resolution 2024-25, seconded by Bill Byrd and motion carried.
- Authorization to purchase a Copier/Printer/Scanner; Resolution 2024-28
Beverly Schulthise made a motion to approve Resolution 2024-28, seconded by Melanie Barrett and motion carried.

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Resolutions to Recommend to the Full Board

- Adoption of the Fiscal Year 2025 Operating Budget; Resolution 2024-21
Melanie Barrett made a motion to recommend Resolution 2024-21 to the Full Board, seconded by Zach Brown. A roll call vote was conducted, passing with nine in favor.
- Establishing the Appropriation Per Capita Budget calendar year 2026; Resolution 2024-22
- Establishing the Appropriation Per Capita Budget calendar year 2027; Resolution 2024-23
- Establishing the Appropriation Per Capita Budget calendar year 2028; Resolution 2024-24
Bill Byrd made a motion to combine and recommend Resolution 2024-22, 2024-23, and 2024-24 to the Full Board, seconded by Beverly Schulthise and motion carried.
- Authorizing revisions to the Personnel Manual and Administrative Procedures Handbook (per budget); Resolution 2024-26
- Authorizing revisions to the Personnel Manual and Administrative Procedures Handbook (clarifications); Resolution 2024-27
Melanie Barrett made a motion to combine and recommend Resolution 2024-26 and 2024-27 to the Full Board, seconded by Beverly Schulthise and motion carried.

Contracts for Approval

- INDOT NSOFAR traffic counts; sum of \$55,220
Zach Brown made a motion to approve the INDOT NSOFAR traffic counts contract, seconded by Kullen Cook and motion carried.
- Hasbrouck Consulting Services, LLC; sum of \$2,800
Melanie Barrett made a motion to approve the Hasbrouck Consulting Services, LLC contract, seconded by Kullen Cook and motion carried.
- Tri-Cap Environmental Review; sum of \$1,200
Beverly Schulthise made a motion to approve the Tri-Cap Environmental Review contract, seconded by Melanie Barrett and motion carried.

Other

- None presented

ADJOURN

There being no further discussion or business to come before the Executive Board, Chair Jon Craig called for a motion to adjourn. Motion for adjournment was made by Zach Brown, seconded by Kullen Cook and motion carried. The meeting adjourned at 6:40 pm. The Executive Board will meet next on Tuesday, November 26, 2024.

Respectfully submitted,



Balaji Kashyab, Secretary
BK/lh