

**Northeast Indiana Regional Development Authority (RDA)**  
**Meeting Minutes**  
**12/12/17**

The meeting was held at 2:00PM at the Huntington County Economic Development Office located at 8 West Market St., Huntington, IN 46750.

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**Attendance**

Andrew Briggs, Gene Donaghy, Jeff Turner

**Staff**

Liz Boren, Michael Galbraith, John Sampson, Christopher Nusbaum

**Call to Order and Introductions**

Andrew Briggs

Andrew Briggs welcomed everyone to the Northeast Indiana RDA Development Board meeting.

**Approval of Minutes**

Andrew Briggs

Bob Marshall asked for a motion to approve the minutes from the November 13, 2017 board meeting. **Gene Donaghy motioned, Jeff Turner seconded and the November 13, 2017 minutes were unanimously approved.**

**Claims**

Andrew Briggs

Mike presented the Regional Partnership Fee Approval to the RDA Board. Andrew Briggs requested a motion to approve the claim. **Gene Donaghy motioned, Jeff Turner seconded and the claim was unanimously approved.**

**Road to One Million Projects**

Mike Galbraith

Mike gave a brief overview of the status of the Road to One Million projects. Most projects are complete or near completion.

The Little River Trail project requested a fund disbursement. Andrew Briggs requested a motion for approval, **Gene Donaghy motioned, Jeff Turner seconded and the request was unanimously approved.** The board members signed and presented the check.

Dawn Richards of Regional Trails Fort Wayne requested a signature on a disbursement check. Dawn provided a quick update about their 3 projects, which are significantly close to completion. **Andrew Briggs asked for a motion for approval, Gene Donaghy motioned, Jeff Turner seconded and the request was unanimously approved.**

**Other Business**

Mike Galbraith

The Board Members reviewed the financials. Mike provided a status update on deposits and operating budget. He explained that legal fees were higher due to additional sub-recipient agreements. Andrew Briggs asked for a motion to approve the financials. **Jeff Turner motioned, Gene Donaghy seconded and the motion was unanimously approved.**

Mike provided an update on the RDA's strategic plan proposal and came to the conclusion that **(insert company name/Cardinal?)** is the best option for this request. The strategic plan includes a communications plan, sustainable funding plan, and board member transition plan. Board Members will receive a report out by December 31, 2018. **Jeff Turner made a motion to approve this plan, Gene Donaghy seconded and the motion was unanimously approved.**

Mike provided an overview of the Regional Housing proposal, which will look more closely and regionally at the issue of attainable rural and mixed urban/rural housing. John Sampson requested that the RDA split the financial burden of this study, totaling \$12,500. **Andrew Briggs asked for a motion to table, Jeff Turner motioned, Gene Donaghy seconded and the motion was tabled.**

**Adjournment**

Andrew Briggs

With no new business and no further business to discuss, Andrew Briggs asked for a motion to adjourn the meeting.

**Gene Donaghy motioned, Jeff Turner seconded and the meeting was adjourned.**

Submitted: Gene Donaghy, member