

MEETING MINUTES

March 14, 2023



In Attendance: Andrew Briggs, James Khan, Bob Marshall

Staff in Attendance: Andrew Boxberger Mike Galbraith, Anne Marie Murphy, Ryan Twiss, Erin Whittle

Call to Order

Andrew Briggs called the meeting to order at 2:00pm.

Approval of Minutes

Meeting minutes from the February 14 meeting was presented for review. Andrew Briggs asked for a motion to approve the meeting minutes. **Bob Marshall made a motion to approve the minutes. James Khan seconded, and the motion passed unanimously.**

Claims

Erin Whittle presented two claims for legal services from Carson LLP. Andrew Briggs asked for a motion to approve the claims. **Bob Marshall made a motion to approve the claims. James Khan seconded, and the motion passed unanimously.**

Financial Report

Erin Whittle provided an update on financials and presented the monthly financial statements to the RDA. Andrew Briggs asked for a motion to accept the financials. **James Khan made a motion to accept the financials, Bob Marshall seconded, and the motion passed unanimously.**

Audit

Erin Whittle updated the board on the audit process for 2022 and recommended that the Northeast Indiana Regional Partnership engage London Witte and Co. LLP of Indianapolis to perform the Audit on behalf of the RDA. London Witte has been conducting the RDA's audit since its inception. Andrew Briggs asked for a motion to permit the Regional Partnership to engage London Witte for the 2022 Audit. **James Khan made the motion, Bob Marshall seconded, and the motion passed unanimously.**

READI Projects—Pending

Topeka Housing Project

Ryan Twiss provided an update on the Grant Agreement for the Topeka Housing Projects. Per action taken during the February meeting to authorize an officer to execute the previously approved Grant Agreement, no action was required.

Arts Campus

Ryan Twiss presented the Grant Agreement for the Arts Campus project. Per action taken during the February meeting to authorize an officer to execute the previously approved Grant Agreement, no action was required.

Adjournment

With no other new business Andrew Briggs asked for a motion to adjourn the meeting. **Bob Marshall made a motion to adjourn. James Khan seconded, and the motion passed unanimously.** The meeting was adjourned at 2:35 pm.