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Board of Directors Minutes September 7, 2010 Meeting

Michael Martin, Chair of the CAEZ Board of Directors, called the meeting to order at 6:00 p.m. A quorum was established.

Board Members Present: Michael Martin, Russell Deering, Earl McCune, Micki Boggs, David Boothe, Irene Cantrell, John Gibson, Joe Hoffman, Anthony Hofstad, Birl O'Dell, Mike Pierson, Peter Silitch, and Doyle Tawney.

Board Members Absent: Linda Rhodes, Mike Chapman, Earl Elliott, Ken Eskew, and Bob Mullins.

Approval of the August 3, 2010 Meeting Minutes: Birl O'Dell made a motion to approve the August 3, 2010 meeting minutes, seconded by Mike Pierson. **Motion carried.**

Treasurer's Report: Russell Deering made a motion to approve the August 2010 treasurer's report as presented, seconded by Peter Silitch. **Motion carried.**

Housing Report: The Housing Committee did not meet this month. The loan status was reviewed.

CAEZ has one home under construction in Spencer. CAEZ acquired four lots in Spencer on Summit Street. Two additional homes will be constructed at that site. CAEZ also has property in Clay for two home sites and a potential site in Nicholas County. Board member David Boothe had some concerns with the construction project in Spencer. Connie will schedule a meeting with David to go over his concerns.

Economic Development Committee: The Committee did not meet this evening. No action was taken.

Loan Committee: The Loan Committee did not meet. The loan status was reviewed.

Business Loan #8 has had an offer to purchase their business. Connie will stay in contact with him and hopes to schedule a meeting with him next week.

All loans that are in default, CAEZ staff has attempted to contact them in one form or another.

New Business: Dave McCutcheon, Executive Director, and Zack Zdanek, Assistant Director of Patch 21 were in attendance and presented a Power Point Presentation to the Board. Their organization is interested in operating the daycare/preschool program at the Kanawha Valley Community and Technical College. The organization has been in business since 1992. They plan to hire two to five employees. The daycare/preschool program can house up to 30 children ages two to six years old. Space is limited to infants. CAEZ received a \$20,000.00 grant from Capitol Resource Agency to hire two employees. Connie will ask if the scope of the grant can be changed from hiring

employees to purchasing equipment for the daycare/preschool program. Five thousand dollars of the grant was initially designated for the purchase of equipment. A Memorandum of Understanding was presented to the Board but will need to be revised. Peter Silitch made a motion to authorize the Executive Director to work with Michael Martin, Chair of the CAEZ Board of Directors, and to use her judgment when entering into the agreement with Patch 21, seconded by Joe Hoffman. **Motion carried.**

Connie asked the Board if CAEZ could pay the \$500.00 deductible on the automobile insurance policy to cover the damage that was sustained by the vehicle when she hit a deer coming back from training in Philadelphia, Pennsylvania. Peter Silitch made a motion to pay the \$500.00 deductible, seconded by Russell Deering. **Motion carried.**

Birl O'Dell moved to adjourn at 7:00 p.m.

Board Meeting: Tuesday, October 7, 2010, at 6:00 p.m. at the CAEZ Office.

Ken Eskew and Linda Rhodes called to say they could not attend the meeting this evening.

CAEZ Board of Directors Annual Meeting Minutes September 7, 2010

Michael Martin, Chair, called the Annual Meeting to order at 7:00 p.m.

Michael thanked everyone for attending the CAEZ Annual Board Meeting.

Michael spoke of the accomplishments of the CAEZ, which includes the Mt. Hope Industrial Park, Clay County Education Center, the Micro Loan Program, becoming a Community Housing Development Organization, and the many other projects that CAEZ has been involved with. He also stated that it was an honor to serve on the CAEZ Board with its dedicated members.

Michael introduced Delegate John Pino as the guest speaker. Mr. Pino spoke of the accomplishments of CAEZ and offered his support in any way to the Board and the community members.

There were no By Laws amendments to consider.

Michael asked for public comment.

Joe Ross from the Three Forks Community Center in Newton, West Virginia was in attendance and gave a presentation to the Board. Mr. Ross gave a background on the organization and what its accomplishments has been and hopes to be in the future. Mr. Ross stated that the plan for the center is to provide a warm shelter with food and bath services for residents in emergency situations such as power outages, high water, etc. The center could house 120 people according to the Red Cross. He came in request of a financial contribution from the CAEZ Board to help with much needed repairs to the building such as the replacement of the AC and Heating unit, repair and replace back roof, and funding to complete a handicap accessible shower and bathroom. CAEZ does not have the funding needed for his request but CAEZ will help in finding grants and/or loans for the organization.

Scott Bazarre from Columbia Graduate Institute addressed the Board concerning a distance learning project for Sutton, West Virginia. Mr. Bazarre would like to purchase a building in Sutton for

college graduate study. The center in Sutton will incorporate classes from the Kanawha Valley Community and Technical College at Valley Fork. Mr. Bazarre will send a business plan to Connie.

Joyce Gibson came to the Board concerning the Howard Knotts building at the Clay County Park. Ms. Gibson gave a detailed report concerning the history and activities at the park. The park has trails, walks, concession stand, a track, and a barn for the Agriculture Youth Fair. A septic system has been installed. The park received a grant to help with a playground project at the park. Ms. Gibson stated that \$25,000.00 was needed to complete the groundwork for the playground.

Michael thanked everyone again for their support of CAEZ.

Birl O'Dell moved to adjourn the Annual Meeting at 8:05 p.m.

Monthly Activity Report for September 2010

September 1 – 3, 2010	NeighborWorks Training in Charleston
September 6, 2010	HOLIDAY
September 7, 2010	Annual Meeting/ Board Meeting
September 8, 2010	Connie – Presentation of 2010 FOCUS project at Brownsfield Conference in Charleston Tammie and Michelle – Construction Management Training in Charleston
September 9, 2010	Construction Management Training in Charleston – Connie, Tammie, and Michelle
September 10, 2010	Worked on Administration
September 13, 2010	Worked on Administration/NSP
September 14, 2010	Worked on Administration/CHDO
September 15, 16, and 17, 2010	Worked on Administration/CHDO Connie – Brushy Fork Institute
September 19, 2010	SUNDAY Connie – WVEDC Meeting
September 20 and 21, 2010	Worked on Board Packets/ Administration Connie – WVEDC Meeting
September 22, 2010	Daycare/ Administration

September 23, 2010 Daycare/ Administration/ CHDO/ NSP
Meeting with Kathy Mollahan, Economic Development

September 24, 2010 Administration

September 27, 2010 Administration
Meeting – Clay County Economic Development Coalition 6:00 p.m.

September 28, 2010 Administrative
Connie – NSP in Fayette County
Coal Forum in Summersville – 5:30 p.m.

September 29, 2010 Administrative

September 30, 2010 Administrative
Meeting with architect – CHDO 2:00 p.m.
Meeting with WVHDF – CHDO 3:00 p.m.