



# Meeting Minutes

July 10, 2018

5:30 PM

**President**

Dan Unger

**Board of Directors**

Greg Insko

Jenna LeCount

Geoff Milz

Raj Rajagopal

Emily Randolph

Stephanie Wright

**Executive Director**

Geoff Milz

**Secretary**

Jenna LeCount

**Treasurer**

Emily Randolph

"Proactively promoting economic development by promoting business expansion and retention to improve the quality of life in Colerain Township, Ohio"

1. Roll call: Board President Unger called the meeting to order and Mr. Milz called the roll. In attendance were Mr. Unger, Mr. Insko, Ms. LeCount, Mr. Milz, Mr. Rajagopal, Ms. Randolph, and Ms. Wright.

2. Approval of Minutes

- a. April 10, 2018 – Mr. Insko made a motion to approve the minutes and the motion was seconded by Mr. Unger.

Discussion: Ms. Wright believes the minutes are incorrect in that she did not make the motion for approval of Q2 2018 minutes. Mr. Milz made a motion to table the minutes for the purpose of reviewing the meeting video and identifying the correct motion maker. The motion was seconded by Mr. Unger. Ms. Randolph suggested that changes in the future be brought to staff attention prior to a business meeting.

Mr. Milz called the vote: Mr. Unger aye, Mr. Insko aye, Ms. LeCount aye, Mr. Milz aye, Mr. Rajagopal aye, Ms. Randolph aye, Ms. Wright aye.

- b. June 26, 2018 – Mr. Unger made a motion to approve the minutes and the motion was seconded by Mr. Insko.

With no discussion, Mr. Milz called the vote: Mr. Unger aye, Mr. Insko aye, Ms. LeCount aye, Mr. Milz aye, Mr. Rajagopal aye, Ms. Randolph aye, Ms. Wright aye.

3. New Business

- a. Acceptance of 2018 Second Quarter Financials – Mr. Milz made a recommendation to accept the Second Quarter 2018 Financial statements. Mr. Unger made a motion and Mr. Insko seconded the motion to approve the financials.

Discussion: Ms. Wright questioned the purpose of Check #1043. Ms. Randolph noted that this check was for the financial audit of 2016 and 2017. The auditors will bill as costs are incurred until work is completed. Ms. Wright questioned who check # 1045 was written to and on what date. Ms. Randolph noted that the check was written to the accountant, Collins Heeb & Associates, INC., on June 26, 2018.

Mr. Milz called the vote: Mr. Unger aye, Mr. Insko aye, Ms. LeCount aye, Mr. Milz aye, Mr. Rajagopal aye, Ms. Randolph aye, Ms. Wright nay.

Colerain Township



Community Improvement Corporation

4200 Springdale Rd. | Cincinnati, Ohio 45251 | 513.385.7500

## Meeting Minutes (Cont.)

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4. Adjournment: Mr. Unger made a motion to adjourn and the motion was seconded by Ms. Randolph. Mr. Milz called the vote: Mr. Unger aye, Mr. Insko aye, Ms. LeCount aye, Mr. Milz aye, Mr. Rajagopal aye, Ms. Randolph aye, Ms. Wright aye.

A handwritten signature in blue ink, appearing to read 'Jenna LeCount', written over a horizontal line.

Secretary Jenna LeCount

A handwritten signature in purple ink, appearing to read 'Geoff Milz', written over a horizontal line.

Executive Director Geoff Milz