

# Bloomington Urban Enterprise Association Board Meeting

April 11, 2023

Noon.

In-Person

City Hall-1-Cityhall McCloskey Conference Room

The meeting was called to order at 12:00 PM

## **Roll Call - De de la Rosa**

- De de la Rosa (Executive Director)
- Julie Donham
- Mary Morgan
- Cheryl Gilliland (Director of Auditing and Financial Systems, Controllers Office)
- Kate Rosenberger (Virtual)
- Felisa Spinelli
- Paul Ash
- Alex Crowley
- Heather Robinson
- Chris Cockerham (Virtual)

## **I. Approval of Minutes (March 2023)**

\*Motion to approve March 2023 minutes by Mary Morgan. Motion seconded by Heather Robinson. The board approved 8-0-1 (Rosenberger abstaining) the March 2023 minutes.

## **II. Reports from Officers and Committees**

- Director's Report
  - BUEA Grants and Scholarships
    - Applications have closed, and ESD is currently sending out contracts to awardees. Payments will happen next month. The next cycle for the DEI scholarship opens next week.
- EZIDs
  - Formal letters and emails with instructions will be sent out next week and are due May 15th, 2023. Alex Crowley explained the EZID process to new board members.
  - ESD is receiving EZIDS. The BUEA will receive approximately \$490,000 in returns for the Zone.
- CDFI Friendly
  - Jane Kupersmith will join the BUEA at next month's meeting to present on CDFI Friendly.
- Introducing Coleen- Legal Department
  - Colleen has joined the legal department at the City and will be staffing the BUEA. The BUEA is excited to welcome Colleen and work with her.
- Financials
  - Cheryl went over the financials for February 2023 and March 2023. Cheryl will look into why the sweep amount is the same for both months; usually, this means that there are outstanding checks or electronic transfers that still need to clear. She will

look over them with Jeff Underwood to make the adjustments.

- RRF Loan Progress
  - A business has an outstanding balance, and De will physically go to the store and speak to the owner. If the company continues to be unresponsive, The BUEA will give them a notice of default, and the issue will move to the Legal department.

\*Motion to approve February & March 2023 financials by Paul Ash. Motion seconded by Heather Robinson. The February & March 2023 financials were unanimously approved.

### III. **New Business**

- Ivy Tech/ SBDC- Troy Phelps
  - Ivy Tech/ SBDC presented their use of 2022 funding and their 2023 plan for BUEA funds to the Board. In 2022, SBDC focused on education and training for small businesses. They provided webinars and workshops on the SBA Economic Injury Disaster Loan Program (EIDL), the State of Indiana Restart Grant, and more grants companies could benefit from. Additionally, their work included QuickBooks programming, financial productions, certifications, and partnerships with the Greater Bloomington Chamber of Commerce, Ellettsville Chamber, BEDC, and other local organizations. In 2023, SBDC plans to continue this work and work on modules for businesses that want to work with the federal government and prime defense contractors.

### IV. **Unfinished Business**

- Bank Accounts
  - It is unclear who seconded the motion in the BUEA March 2023 recording. Therefore the b
  - oard must vote again on who will be the Bank account signers, as shown below.
  - *February 2023*
    - *The Board must decide who from the Board will be a signer on the BUEA Bank accounts. Alex Crowley and Jeff Underwood are City Staff who will continue signing for the BUEA accounts. However, Jeff Underwood will retire in December 2023, meaning the Board must redo this process again in January 2024.*

\*Motion to approve Mary Morgan, Alex Crowley, and Jeffrey Underwood as signers for the BUEA Bank Accounts by Alex Crowley. Motion by Mary Morgan and seconded by Paul Ash. The vote was unanimously approved.

- Each bank has a different onboarding process for signers. Overall, some banks require specific signatures and driver's licenses. Alex will work with Mary Morgan and Jeff Underwood to coordinate a time to do the signing. In the meantime, Alex will clean up some legacy signers on the account.

### V. **General Discussion**

- CDFI Friendly and Russian Recording will present next month. The Board may need a lot more time for next month's meeting.

## VI. Adjournment

-The meeting adjourned at 1:00 pm.

**The next BUEA Meeting will be on Wednesday, May 10, 2023.**

Auxiliary aids for people with disabilities are available upon request with adequate notice.

Please call 812-349-3429 or e-mail [human.rights@bloomington.in.gov](mailto:human.rights@bloomington.in.gov).