



**TRENTON COMMUNITY IMPROVEMENT CORPORATION (CIC)
BOARD OF TRUSTEES**

MEETING MINUTES

Thursday, January 17, 2022
5:30pm

Council Conference Room
City Hall
11 East State Street
Trenton, OH 45067

1. Call to order – President Charlotte Pendergrass
2. Approval of November 17, 2022 Meeting Minutes
3. Board Officers (President, Vice-President, Treasurer, Secretary)
4. Board Vacancy Update
5. Distribution of 1982 CIC/City Agreement and Articles of Incorporation
6. Revolving Loan Fund Update/Board Direction on Next Steps
7. Board Discussion on Business Programs for Exploration
8. Other Business
9. Next meeting
10. Adjournment

*Agenda is subject to change.

President Charlotte Pendergrass called the meeting to order at 5:36 pm. Attendees present included Community Improvement Corporation members Pendergrass, Councilmember Jennifer



Combs, Teresa Nichols, City Finance Director/CIC Treasurer Matthew Mesisklis, and Assistant City Manager/CIC Secretary Nicole Ard. Also present was Adam Brown, resident/business owner.

Councilmember Combs made a motion to approve the January 19, 2023 meeting minutes. Treasurer Mesisklis seconded the motion. The minutes were approved by a 5-0 vote.

President Pendergrass introduced the agenda items, noting the periodic need to address organizational matters. This included the election of officers and review of a decades old City/CIC agreement located by staff during the recent staff transition. Regarding Board officers, Finance Director Mesisklis made a motion to re-appoint Ms. Pendergrass as Board President. Councilmember Combs seconded the motion. Assistant City Manager Ard declined Finance Director Mesisklis' nomination of Ms. Ard to serve as Vice President. Members present affirmed that Assistant City Manager Ard and Finance Director Mesisklis should continue to serve as Secretary and Treasurer respectively. Councilmember Combs made a motion to accept the nominations of Pendergrass, Mesisklis, and Ard. Finance Director Mesisklis seconded the motion, which was approved by a 5-0 vote.

Ms. Nichols inquired about the status of the position of Vice President. Mr. Brown volunteered for the post. Mr. Brown's enthusiasm was noted, with Ms. Ard sharing that community applicants for vacant CIC board positions, including Mr. Brown, would be considered by Council at a future date.

Ms. Nichols expressed her interest in serving as Board Vice President. In response to Ms. Nichol's question about the role and duties, Ms. Pendergrass outlined the tasks that the Board President performed and the role of the Vice President to serve as President should she not be available. Ms. Pendergrass noted the role played by City staff in producing material and supporting projects. Ms. Pendergrass shared appreciation for staff. It was also noted that the CIC review of the CIC documents might identify adjustments to those duties. President Pendergrass asked Ms. Nichols to serve in the Vice-Presidential role.

Regarding the Board vacancies, Ms. Ard shared that Ms. Pam Cottle resigned from Board service due to work commitments, bringing the total to two vacant Board seats. The resumes of the three applications received by City Council had been included in the CIC agenda packet for information. The requirement to maintain at least 40% of members as elected and appointed officials was mentioned. Board members expressed appreciation for the three applicants. The CIC discussed sending a recommendation to Council recommending that Council appoint the three applicants. Councilmember Combs made a motion to recommend the following appointments to the CIC Board- Adam Brown, Kelsey Keyes, and Justin Wright. The motion passed 5-0.

Regarding the Revolving Loan Fund, Ms. Ard shared that a notice was prepared to announce the availability of revolving loan funds and the Finance Director was preparing the prior application for distribution. Ms. Ard noted that City staff would seek and apply for grants and resources to support new City business programs. Mr. Mesisklis provided an overview of the remaining funds available for business loans. In response to Mr. Mesisklis' concern regarding



an existing requirement that a loan applicant have been rejected by another lender, attendees discussed the possible rationale.

Regarding the City/CIC agreement and by-laws, attendees reviewed the materials provided in the packet. President Pendergrass suggested the Board set a goal to review the documents for future discussion, consideration of potential ideas and adjustments, and eventual legal review of those suggestions.

President Pendergrass also noted the potential to hold a special meeting if needed to discuss loans or other matters. Mr. Mesisklis noted the interest rate history compared to the revolving loan fund program. The next CIC meeting was confirmed for March 16th.

Ms. Combs made a motion to adjourn the meeting. Ms. Nichols seconded the motion. The motion passed 5-0. The meeting adjourned at 6:13 pm.

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Respectfully Submitted,

Nicole Ard