

Union County Development Corporation  
Board of Directors Meeting

December 7, 2022 at Noon

Board Members Present:

Tim Woodruff  
Brian Bias  
Brenda Paxton  
Diana Bourne  
Julie Coffman  
Noah Studebaker  
Ryan Niehoff

Employees Present:

Melissa Browning  
Dawnn Ripberger

The meeting was called to order at 12:03pm on December 7, 2022 by Brian Bias.

November 2022 Minutes – The November meeting minutes were discussed and approved as written. Brenda Paxton wants to change the wording in a statement she is quoted in to add “per contract.” Tim Woodruff made a motion to approve the minutes, Brenda Paxton seconded. All board members present voted to approve.

November 2 – December 7, 2022 Financials – The financials were discussed and approved as reported. Julie Coffman made a motion to approve the financials, Diana Bourne seconded. All board members present voted to approve.

Old Business:

- Christmas in Our Hometown – December 4<sup>th</sup>
  - Diana stated that she liked the sponsors logo that were on the ice rink. They were window clings and are reusable.
  - Merchant decorating of the Union Street businesses is amazing. They all look great!
  - Ambulance was called for a lady that fell on the sidewalk.
  - All the events were well attended all day.
- 4C’s Thanksgiving food giveaway
  - Liberty Bell Restaurant donated rolls.
  - Next year if asked to help, will only get involved with those that ask. This year that was Headstart that spurred the need.

New Business:

- Melissa’s outreaches since last meeting:
  - NSK – they would like to do a new employee outreach of some kind in the spring.
  - Apple Farm Service – met with and helped plan the Ground-Breaking ceremony. Melissa was the main speaker at the event.
  - Made in-person asks for drawing items for the Community Drawing at Christmas in Our Hometown: Accents & Shears, Frame’s, VonDon Boutique, Kicks 96, Bertch’s
- Ribbon Cutting on 11/15/22 at Twice As Nice 2
- Ground-Breaking Ceremony 12/6/22 at Apple Farm Services

- Hot Water Heater – 2 bids were received.
  - Ramey Plumbing - \$350, does not include fixing the electric problem.
  - Precision Service & Repair - \$385, includes fixing the electric
  - Noah Studebaker made a motion to accept the bid from Precision Service & Repair, Brenda Paxton seconded. All board members present voted to approve.
- Budget for 2023
  - Melissa to update per the board discussion the following lines: member dues, insurance, phone/internet, and office expenses. Melissa will email an updated budget to the board this week.
- Comp time earned from working at Christmas in Our Hometown to be used by the end of the year. Board wants on agenda at each meeting the current comp time, comp hours earned, and comp hours used for them to approve monthly. Would like an email sent when hours are used.

Meeting was adjourned at 1:11pm by Brian Bias.

Next meeting is Wednesday, January 4, 2023 at Noon.