I. CALL TO ORDER - Judge Henry Bertram, Chair, called the meeting to order in the NKADD Conference Rooms located at 22 Spiral Drive, Florence, KY at Noon.

II. INVOCATION - The invocation was given by Judge Darrell Link, followed by the Pledge of Allegiance.

III. QUORUM - Judge Henry Bertram, Chair, declared a quorum based on the Secretary's roll call.

Board members present were:

Judge Henry Bertram        Amy Able *        Ray Kremer
Judge Carolyn Keith        Billie Bradford        Pat Raverty
Judge Darrell Link        Lisa Buerkle *        Willie Schadler
Judge Ken McFarland        Joe Cottingham        Mark Sheffer
Judge Shorty Tomlinson        Lewis Diaz        Frank Sommerkamp *
Mayor Gene McMurry        Dan Groth *        Lisa Wilson-Plajer
Mayor Rick Skinner        Robert Horine *        Bobby Young
Mayor Phil Trzop        Mark Kreimborg *        George Zubaty
Mayor Doug West        Louis Kelly

* Indicates Alternate in attendance and voting.

Those members not present or without representation:

Mayor Sherry Carran        Mayor Thomas Rouse        Susan Meier
Mayor Charles French        Mayor Diane Whalen        Kenneth Rechtin
Mayor Jim Hamberg        Teresa Davis        Jerry Strickler
Mayor Mark Hart        Nyoka Johnston

Staff members present:

Larry Bosley        Diane Gibson        Barbara Stewart
Bryan Cobb        Shelley Kelch        Drew Tilow
Lisa Cooper        Meghan Sandfoss        Anne Wildman
IV. **GUESTS** - The Chair asked guests to introduce themselves and to note the jurisdiction or organization they represented.

Adam Davey - VonLehman & Company, Inc.
Chase Crigler - Office of Senator Mitch McConnell
Darlene Gardner - CMW Architects
Brian Linder - State Representative
Larry Tincher - Kentucky Transportation Cabinet (KYTC)
Joe Williams - Department of Local Government (DLG)

V. **RECOGNITION OF AUDIENCE** - Anyone wishing to address the Board was asked to do so at this time.

Esther White, Project Grants Manager, UK Hazard Mitigation Grant Program. Ms. White reported the State Mitigation Exercise and Development Meeting will be held on February 13th at the NKADD offices from 1:00PM - 4:30PM

VI. **APPROVAL OF AGENDA** - The Board of Directors was asked to approve the agenda (after the agenda is approved, deletions are subject to a 2/3 majority vote of those members present). **Action requested.**

Judge Shorty Tomlinson moved to approve the January 24, 2013 Agenda, seconded by Lisa Wilson-Plajer. **Motion carried.**

VII. **PRESENTATION OF MINUTES** - Minutes of the December 6, 2012 Special Meeting of the Board of Directors were mailed out previously and were ready for approval subject to any additions, deletions, or corrections. **Action requested.**

Mayor Gene McMurry moved to approve the Minutes, as presented, seconded by Frank Sommerkamp. **Motion carried.**

VIII. **CONSENT AGENDA** - See Attachment 01. **Action requested.**

Pat Raverty moved to approve the Consent Agenda, as presented, seconded by Mayor Gene McMurry. **Motion carried.**

IX. **ADMINISTRATIVE** - Items relating to NKADD Administration will be discussed at this time.

A. **NKADD Board Appointments** - Judge Henry Bertram presented the appointment recommendations to the NKADD Board of Directors - Bobby Young, Grant County and Mark Sheffer, Kenton County. **Action requested.**

Judge Darrell Link moved to approve the appointments, as presented,
seconded by Mark Kreimborg. **Motion carried.**

B. **Financial Reports** - Larry Bosley presented the cumulative financial reports. See Attachment 02. **Action requested.**

George Zubaty moved to approve the cumulative financial reports, as presented, seconded by Mayor Rick Skinner. **Motion carried.**

C. **Finance & Administration Committee Report** - Lewis Diaz reported that the Fiscal Year 2012 Audit had been completed. It was presented for review and consideration by Adam Davey, VonLehman & Co., Inc. **Action requested.**

Judge Darrell Link moved to approve the audit, as presented, seconded by Mark Kreimborg. **Motion carried.**

D. **Area Development Fund (ADF)** - Meghan Sandfoss presented a review and determination of the ADF process and allocation. ADF funds, received from the Department for Local Government, are allocated to specific counties to go through the process in order to utilize the funds. The estimated funds of $80,000 are for the next two years. The allocations are based on population, an inverse percentage of manufacturing and per capita income. **Action requested.**

Mark Kreimborg moved to approve the ADF process and allocation, as presented, seconded by Judge Carolyn Keith. **Motion carried.**

E. **Printer Maintenance** - Bryan Cobb presented a recommendation for a single comprehensive printer maintenance plan for the NKADD printer fleet. The bids included two from Waltz Business Solutions (Plan #1, $946; Plan #2, $762); two from IKON (Silver, $780; Bronze, $756) and one from Pomeroy ($1,030). **Action requested.**

Dan Groth moved to approve that the bid for Plan #2 from Waltz Business Solutions be accepted, seconded by Mark Kreimborg. **Motion carried.**

X. **PROGRAMMATIC** - Items relating to NKADD program activities will be discussed at this time.

A. **Council on Aging Appointments** - Anne Wildman reported that Ann Deatherage, Carroll County, was appointed by Judge Tomlinson; and Pam Pangburn, Campbell County, was appointed by Judge Pendery. Terms end June 30, 2014. **Action requested.**

Ray Kremer moved to approve the appointments of Ann Deatherage and Pam Pangburn, seconded by Robert Horine. **Motion carried.**
B. Revolving Loan Fund (RLF) - Meghan Sandfoss reported. **Action requested.**

- **New Loan Request - Sweet Comfort, LLC dba Sweet Frog Premium Frozen Yogurt.**

  Not recommended by the RLF Committee.

- **Collateral Subordination Request - Ta-Da Enterprises, dba Circus Mojo.**

  Lisa Wilson-Plajer moved to approve Collateral Subordination Request, as presented, seconded by Frank Sommerkamp. **Motion carried.**

- **Appointment to RLF Committee - Judi Rees.**

  Appointment was tabled by the RLF Committee.

C. FY13 WIA Youth Funding Recommendation - Barbara Stewart reported that the NKWIB requested co-joint approval for WIA Youth promotional materials. **See Attachment 03. Action requested.**

  Judge Carolyn Keith moved to co-jointly approve the recommendation to budget $1,500 for Youth promotional materials, seconded by Mayor Phil Trzop. **Motion carried.**

D. Update on Funding for Dislocated Workers - Barbara Stewart reported the NKADD has been approved for $300,000 in funding for individuals affected by the closing of COMAIR. An additional amount of $285,000 for training has been approved for other Dislocated Workers. **No action required.**

XI. **EXECUTIVE DIRECTOR’S REPORT** - Lisa Cooper reported.

- House Bill 1 Summary that was distributed for informational purposes only.

- Information on the Kentucky Transportation Survey was also distributed. Board members were encouraged to complete the survey.

- The Kentucky Council of Area Development Districts will be hosting a Legislative Reception at the Capitol Annex Cafeteria in Frankfort. The event is scheduled for Thursday, February 14th at 7:30AM.

- The Department for Local Government will be doing county budget
workshops around the state at five sites. The workshop to be held at NKADD will be on February 20th from 9:00 AM - Noon.

XII. ANNOUNCEMENTS AND REMINDERS - Larry Tincher and Joe Williams encouraged Board members to contact them with questions or concerns.

XIII. ADJOURNMENT - Judge Shorty Tomlinson moved to adjourn the January 24, 2013 meeting of the Board of Directors, seconded by Mark Kreimborg. Motion carried.

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Judge Henry Bertram, Chair

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Lewis Diaz, Secretary/Treasurer