CIC Board Meeting Minutes, December 14, 2023

**Meeting Called to Order:** Ben Nighswander called the meeting to order at 12:05 pm. Board members present were Ben Nighswander, Keith Burmeister, Mayor Jack Stantz, Mayor Ron Jones, Bryan Keller, Erika Willitzer, Ted Penner, Dave Figley, Commissioner Mick Pocratsky, Beth Sigg, and Ryan Mack as proxy for Mayor Mike McCann. Guests present were Mark Warncke, Michael Barth, and Nicole Wells.

Staff members present were Erika Willitzer, Paige Johnson, and Dave Hire.

**Minutes:** The minutes of the November board meeting were reviewed. The motion to approve was made by Ron Jones and seconded by Dave Figley. The minutes were approved. All members present voted yes, and the motion was carried out.

**Financials:** The financials were reviewed by Dave Figley. No questions were presented. A motion was made by Ben Nighswander to approve the financial statements and credit card statements. Bryan Keller seconded the motion. All members present voted yes, and the motion was carried out.

**Assistant Director’s Report: Attached.**

**Director’s Report: Attached.**

Paige Johnson reported on further progress concerning Positive Pay and ACH activated through Premier Bank and State Bank. An agreement has been prepared with both financial institutions. Electronic forms have also been created for the purpose of electronic bill pay. Bryan Keller made a motion to approve going forward with the program. Ryan Mack seconded.

Ben Nighswander motioned to move into non-public session at 12:17 pm which was seconded by Jack Stantz. At 12:44 pm, Ben Nighswander made a motion to come out of non-public session, seconded by Dave Figley. At 12:45 pm Ryan Mack made a motion to adjourn the meeting. Dave Figley seconded the motion. All members present voted yes, and the motion was carried out. Meeting adjourned.

Respectfully submitted,

Dave Hire

Dave Hire, Corporate Secretary