



## **Goodwill Workforce Enterprises – The Excel Center of West Central Indiana Board Meeting Minutes**

Date: December 3, 2024

Time: 9:00am- 9:44am

Location: The Meadows Shopping Center, 2800 Poplar Street, in the basement – at the Thrive West Central Conference Room.

### **Welcome**

**Meredith Osburn & Kristin Craig**

Attendees: Kristin Craig, Board Chairperson; Ryan Keller, Treasurer; Betsy Peperak, Secretary; Mary Halsted, Board Member; Rene Hankins, Board Member; John Lukens, Board Member; Nina Storey, Board Member; Meredith Osburn, President & CEO

Staff in attendance: Carl Conwell, Michael Rentfro, Michele Nall, Darin May, Adrian Garcia, Hannah James

### **Call to Order & Open for Public Comments**

The meeting was called to order by Kristin Craig at 9:00am. No public was in attendance. With comments remaining open throughout the meeting.

### **Approval of Previous Minutes**

The minutes from the previous meeting on September 24, 2024 were reviewed. Motion: Kristin Craig moved to approve the minutes and seconded by John Lukens. Motion passed unanimously.

### **Finance Report**

**Ryan Keller, Board Treasurer**

#### **Construction financing update**

**Meredith Osburn**

WVG BOD approved the \$2M Line of Credit with First Financial Bank ahead of construction in early August 2024. We have made three draws on the line of credit to pay Garmong, totaling \$ 838,029.76. Payments have started to First Financial Bank via the Excel Center state funding. The READI 2.0 grant will be used for construction payments, once those funds are available.

Motion to approve the line of credit support and details was made by Ryan Keller and seconded by Rene Hankins. Motion passed unanimously.

### **Budget Update**

**Carl Conwell**

Discussed budget updates for Excel Center, including construction costs and grant funding. Carl provided details on budget resubmission due to count discrepancies from the October 2nd count day and the initial budget. No changes were made. Resubmitted original budget with updated cash on hand, without making changes.

Motion to approve the budget report made by Ryan Keller and seconded by Betsy Peperak. Motion passed unanimously.

**Voucher Report****Meredith Osburn**

July, August, September, and October's voucher purchase report for 2024 were emailed to all directors and available for viewing during the board meeting. Questions were asked about larger dollar purchases.

Motion to approve the vouchers was made by John Lukens and seconded by Mary Halsted. Motion passed unanimously.

**Grant Updates**

READI 2.0 will hopefully get finalized with the IEDC during the December 2024 meeting. CSP grant – working through finalizing the budget of what is reimbursable, so we can start submitting invoices to get paid via the CSP grant.

**Director Report****Carl Conwell**

The current student count is 135. 11 graduates expected in the spring of 2025. Special education reporting was completed 12/2/2024, with 10 out of 13 students having expired IEPs. A new special education contractor was hired. A student council was formed at the request of the student body. Students expressed a desire for traditional high school experiences. John Lukens asked how teachers will be assessed. That will be managed by Hannah James, the lead teacher, using tools recommended by GEI. The current staff has a solid mix of experienced and new teachers and are performing well. Childcare services are operational with 1-3 children attending daily. Heather is our young learners manager and has transformed the look and feel of the space. Graduation will be held at Cunningham Library in the spring of 2025. Tutoring was needed for a student and their place of employment sponsored the cost of this effort.

**Facility Update****Meredith Osburn**

A tour will be given after the meeting to show the updates.

**Other Business****Meredith Osburn**

Next meeting will early to mid-March, depending on the reporting requirements of the second count day in February. 2024 recognition celebration will be held January 10<sup>th</sup>, 2025 – calendar invites will be sent out with more information.

**Adjournment****Kristin Craig**

Last Call for public comment- the meeting adjourned at 9:44am