

First Suburbs Consortium of Dayton Ohio Meeting
Wednesday, December 1, 2021, 5:30 pm - 7:00 pm
Hosted by the City of Centerville @ The Golf Club at Yankee Trace, 10000 Yankee Street
In Person Only, Social Distancing and Masks Required (No Zoom)

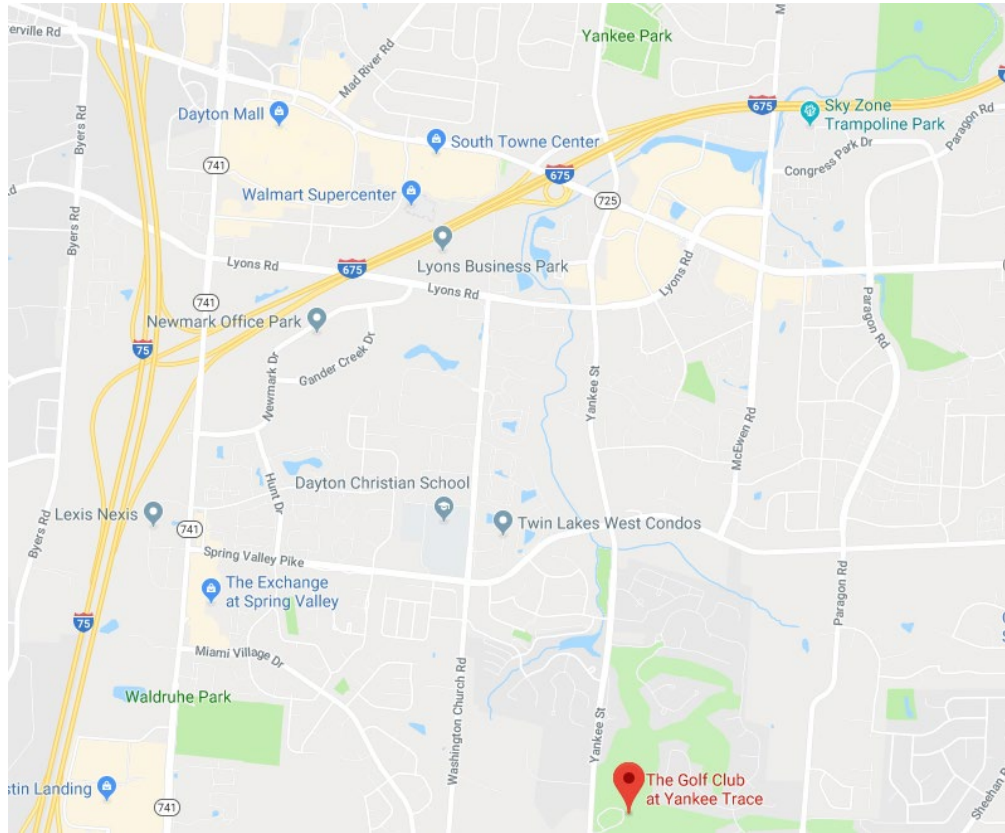
Snack Bars and Beverages Only

<u>Item</u>	<u>Time</u>
A. Introductions – Willis Serr	5:30
B. Welcome and Update - City of Centerville	5:35
C. Presentations & Discussion:	5:40
♦ Presentation/Discussion: Miami Valley Career Technology Center – Dr. Nick Weldy, Superintendent of the Miami Valley Career Technology Center	
♦ Homework: How Is Your Community Using or Planning to Use American Recovery Plan Act Funds – Member Community Representatives	
♦ Update: Talent Attraction & Retention Project – Oversight Committee	
♦ Update: Report on Virtual OML/NLC Conferences – Attendees	
D. Procedural:	6:30
♦ Approve: June & October Meeting Minutes – Willis Serr	
♦ Report Out & Accept: June - November Financial Reports – Rick Barnhart	
♦ Report of the Nominating Committee: Bill Lautar	
♦ Elect: 2022 Officers: Jack Jensen	
♦ Review & Approve: 2022 Membership Dues & Budget – Willis Serr/Jack Jensen	
♦ Approve: Bank Account Signatories (If needed) – Jack Jensen	
♦ Appoint: 2021 Financial Review Committee – Willis Serr	
E. Membership Roundtable – Community Representatives	6:45
F. Chair/Executive Director Report – Willis Serr/Jack Jensen	6:50
G. Comments from Guests	6:55
H. Adjourn	7:00

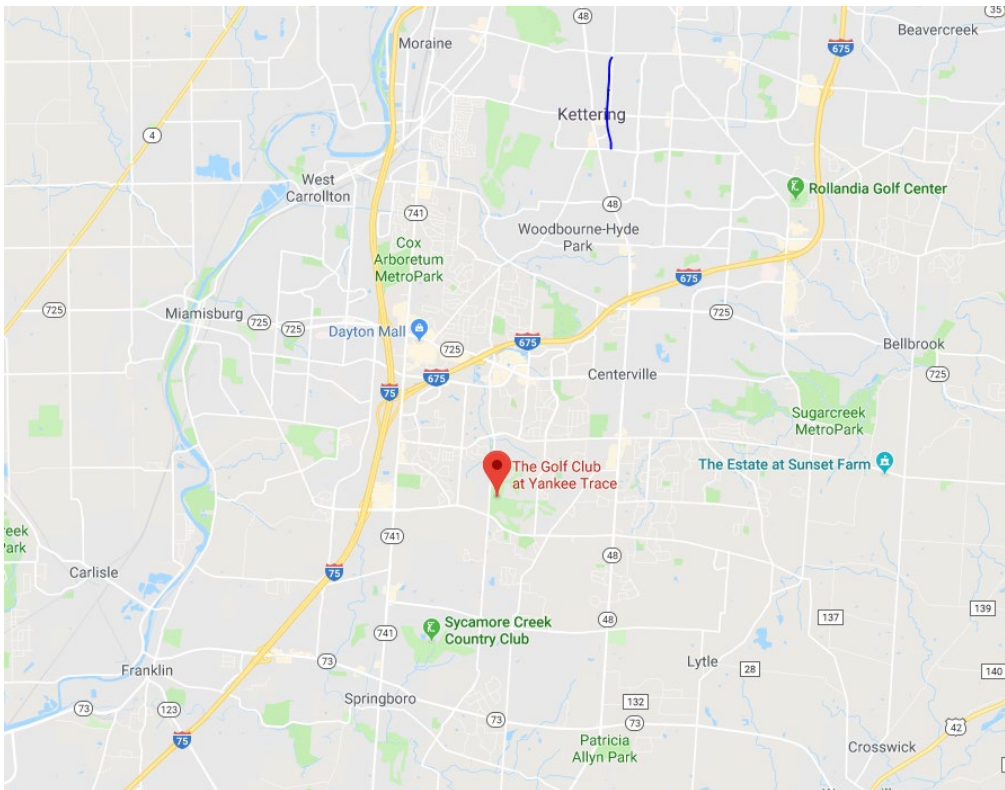
Next Meeting: Wednesday, January 26th - City of Moraine

The Golf Club at Yankee Trace, 10000 Yankee Street, Centerville

Detail Map



Vicinity Map



First Suburbs Consortium June 23, 2021 Meeting Minutes

NEXT MEETING: September 22, 2021
City of Huber Heights

In attendance were:

REPRESENTATIVES

Willis Serr (Centerville)	Brenda Fry (Riverside)
Kathleen Baker (Huber Heights)	Yvette Page (Trotwood)
Richard Shaw (Huber Heights)	Richard Herbst (Vandalia)
Bill Lautar (Kettering)	OTHER
Bruce Duke (Kettering)	Col Patrick Miller (WPAFB)
Jeanette Marcus (Moraine)	Mark Lyle (WPAFB)
Michael Davis (Moraine)	Jay Weiskircher (MVCC/GDM&M)
Steve Byington (Oakwood)	Jack Jensen, Executive Director
Leigh Turben (Oakwood)	Judy Cook, Chair Emeritus
April Franklin (Riverside)	Teri Davis (Centerville)

Willis Serr chaired the meeting, thanking our zoom host.

A motion was made by Richard Herbst and seconded by Bill Lautar to approve the minutes of the May 27th meeting. – Approved.

In the absence of Treasurer Barnhart, Jack Jensen gave the Treasurers report showing a balance of \$28,675.00. A motion was made by Yvette Page and seconded by Bruce Duke to accept. – Accepted.

Willis Serr introduced WPAFB Commander Col Miller who provided a great overview of activities at the Base. Wright-Patterson Air Force Base has been a leader in military aviation development from the time of airplane inventors Wilbur and Orville Wright to today's aerospace age. With over 32,000 employees, including military, civilian and contractors, Wright-Patterson is the largest single site employer in the state of Ohio with an annual payroll of \$2.8 billion and a regional economic impact of \$5.6 billion per year. WPAFB is home to the Air Force Materiel Command (AFMC), the Air Force Life Cycle Management Center (AFLCMC), the Air Force Research Laboratory (AFRL), the National Air & Space Intelligence Center (NASIC), the Air Force Institute of Technology (AFIT) and the 88th Air Base Wing. The base covers more than 8,000 acres of land (12.5 square miles) and the 88th Air Base Wing provides operational support for more than 100 associate units. There are two runways, supporting an average of 47,000 aircraft operations every year.

Bruce Duke and Richard Shaw provided an update on the upcoming Talent Attraction and Retention Forum. The Forum will be held at Sinclair Community College on September 15th.

Much has been accomplished, but much remains to be done. They indicated that they will need help from the Membership at the conference and perhaps before it as well. They clarified the types of photos they needed for the project and Richard Shaw indicated he would contact DDN and DBJ to see if they had photos they might be able to use. They also indicated they are exploring the need to hire a conference planner to handle the administrative details of the Forum and requested an additional \$5,000 be added to contingency in the Conference Budget to cover the cost of a planner and, because there is not another regular meeting scheduled before the Forum, other previously unanticipated expenditures.

A motion was made by Bill Lautar and Seconded by Richard Herbst to add \$5,000 to the 2021 budget to cover the cost of a conference planner and other unbudgeted Forum expenses.

Jack Jensen and Bruce Duke discussed the possibility of resuming the traditional summer networking event which was cancelled last year due to COVID. The consensus was to resume the event which will be held at the Frazee on August 4th.

Jack Jensen thanked Teri Davis and the City of Centerville for making it possible to have meetings on Zoom during COVID. He also asked the members if they were comfortable resuming in person meetings in September. Based on the response, he indicated in person meetings would resume starting on September 22nd in Huber Heights.

Jeanette Marcus moved and Yvette Page seconded a motion to adjourn – Adjourned at 7:02 pm.

NETWORKING EVENT: Wednesday, August 4th at the Frazee

TALENT ATTRACTION AND RETENTION FORUM: Wednesday, September 15th at Sinclair

NEXT MEETING: Wednesday, September 22nd in Huber Heights

Approved:

First Suburbs Consortium October 27, 2021 Meeting Minutes

NEXT MEETING: December 1, 2021
Hosted by Centerville

In attendance were:

REPRESENTATIVES

J. Tim Gorman (Clayton)
Georgeann Godsey – Z- (Harrison Twp)
Willis Serr – Centerville
Richard Shaw (Huber Heights)
Bruce Duke (Kettering)
Norbert Klopsch – Z- (Oakwood)
Steve Byington – Z- (Oakwood)
Leigh Turben – Z- (Oakwood)

Brenda Fry (Riverside)
Mark Schwieterman (Kettering)
Yvette Page (Trotwood)
Rick Barnhart (West Carrollton)
Bill Lautar (Kettering)

OTHER

Jack Jensen, Executive Director
Judy Cook, Chair Emeritus
Jay Weiskircher (Mayors/Mgrs./MVCC)
Joshua Rauch (Riverside City Manager)
Gary Burkholder (Riverside Community

Bill Serr thanked everyone who came to the meeting as well as those on Zoom.

A motion was made by Bruce Duke and seconded by Richard Shaw to approve the minutes for June – Approved.

Rick Barnhart gave the Treasurers report showing a balance of \$26685.00 at the end of August. September shows a balance of \$32,556.02 with four checks pending for the conference. Richard Shaw made a motion and Bill Lauter seconded acceptance of the report. – Accepted.

A discussion on the Talent Attraction and Retention conference followed.

Jack Jensen shared that after receiving the grant, we collected data from the community. A final report is being presented at the National League of Cities conference. He thanked the Committee that spent the summer working on this, especially Bruce who raised money for the conference. Willis was the MC at the conference, starting precisely on time, ending early. Thank you to representatives who helped as well.

We were able to stay within our budget, ending with \$6,000 in sponsor fees, \$2,765 in registration fees. We raised almost \$9,000. The cost \$9,141 left us with a net expense of \$375.95.

We have some 22 folks that are part of a Think Tank group to move this forward. As we go forward we need to include the Manufacturer's Association.

Bill invited our host city of Riverside to share what is happening in their city. John Rauch, City Manager for Riverside. Mr. Burkholder shared that a new Kroger will replace the abandoned K-Mart on Woodman; Flying Ace Car Wash is another addition and Circle K is under construction. They have hired Colliers International as their leasing and management agent.

Communities shared any programs they have with regard to Talent Attraction. Sinclair programs, the ED/GE program, workforce housing, meeting with businesses, as well as the schools, making your community attractive through parks, or free concerts, bringing the trades back into the high school, a business incubator, promoting our clean water and low cost of living. Collaboration with Sinclair for health programs for the hospitals and nursing homes. Partnering with the career center to offer the trades.

Bruce offered the following example from the conference – Grand Rapids Michigan. Hello West Michigan. Bill suggested that we need to determine how to move forward.

Yvette Page shared that she was pleased at the direction we were going and felt this was a worthwhile endeavor.

Bill appointed the following nominating committee: Tim Gorman, Yvette Page and Bill Lauter.

Jack thanked the City of Riverside for hosting this meeting.
He will have a 2022 budget prepared and sent out by November 19th.

Tim Gorman moved and Bruce Duke seconded a motion to adjourn – Adjourned.

Executive Committee meeting on November 10 at 4:30.

NEXT MEETING: December 1st in Centerville

Approved:

First Suburbs Consortium of Dayton Ohio
Income Statement
Year to date 9/20/2021

	2021
Revenues	
Contributions	4,500.00 (Talent Forum Sponsorship)
Interest Income	0.00
Total Revenues	4,500.00
 Cost of Sales	
Total Cost of Sales	0.00
Gross Profit	4,500.00
 Expenses	
Phone Services (Conference Calling)	0.00
Mileage	14.00
Conferences/Training	3,035.00 (Talent Forum)
Summer Meeting	0.00
Legal Advertising	51.84
State Audit Fee	397.70
Printing and Office Supplies	0.00
Other Expense	146.41
Total Expenses	3,644.95
Net Income	855.05
 Jan. 1, 2021 Bank Account Balance	
	29,228.27
Current Bank Account Balance	30,083.32
Change	(855.05)

Aug Recon

Checking
9/17/2021

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			27,685.00
Checks and Payments	1	Item	-1,000.00
Deposits and Other Credits	0	Items	0.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			26,685.00

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			26,685.00
Checks and Payments	1	Item	-101.68
Deposits and Other Credits	1	Item	4,500.00
Register Balance as of 9/17/2021:			31,083.32
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			31,083.32

Aug Recon

Checking
9/17/2021

Cleared Transaction Detail

Date	Num	Payee	Memo	Category	Clr	Amount
Cleared Checks and Payments						
7/28/2021	11138	Management Excellence Inc	conference event manag...	Talent Forum	R	-1,000.00
Total Cleared Checks and Payments				1	Item	-1,000.00
Cleared Deposits and Other Credits						
Total Cleared Deposits and Other Credits				0	Items	0.00
Total Cleared Transactions				1	Item	-1,000.00

Aug Recon

Checking
9/17/2021

Page 3

Uncleared Transaction Detail up to 9/17/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
9/1/2021	1140	Jack Jensen		[Misc. Operating Expe...		-101.68
Total Uncleared Checks and Payments				1 Item		-101.68
Uncleared Deposits and Other Credits						
9/1/2021	DEP		jobs ohio 2500, KHN 10...	Talent Forum		4,500.00
Total Uncleared Deposits and Other Credits				1 Item		4,500.00
Total Uncleared Transactions				2 Items		4,398.32

Aug Recon

Checking
9/17/2021

Page 4

Uncleared Transaction Detail after 9/17/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
Total Uncleared Checks and Payments				0 Items		0.00
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits				0 Items		0.00
Total Uncleared Transactions				0 Items		0.00

First Suburbs Consortium of Dayton Ohio
Income Statement
Year to date 10/25/2021

	2021
Revenues	
Contributions	7,265.00 (Talent Forum Sponsorship and Registrations)
Interest Income	0.00
Total Revenues	7,265.00
 Cost of Sales	
Total Cost of Sales	0.00
Gross Profit	7,265.00
 Expenses	
Phone Services (Conference Calling)	0.00
Mileage	14.00
Conferences/Training	9,140.95 (Talent Forum)
Summer Meeting	0.00
Legal Advertising	51.84
State Audit Fee	397.70
Printing and Office Supplies	0.00
Other Expense	181.41
Total Expenses	9,785.90
Net Income	<2,520.90>
 <hr style="border: 1px solid black;"/>	
Jan. 1, 2021 Bank Account Balance	29,228.27
Current Bank Account Balance	26,707.37
Change	2,520.90 -

Sept Recon 2021

Checking
10/25/2021

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			26,685.00
Checks and Payments	2	Items	-1,101.68
Deposits and Other Credits	2	Items	6,972.70
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			32,556.02

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			32,556.02
Checks and Payments	4	Items	-5,848.65
Deposits and Other Credits	0	Items	0.00
Register Balance as of 10/25/2021:			26,707.37
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			26,707.37

Sept Recon 2021

Checking
10/25/2021

Cleared Transaction Detail

Date	Num	Payee	Memo	Category	Clr	Amount
Cleared Checks and Payments						
8/27/2021	1139	Management Excellence I...	conference event manag...	Talent Forum	R	-1,000.00
9/1/2021	1140	Jack Jensen		[Misc. Operating Expe...	R	-101.68
Total Cleared Checks and Payments				2 Items		-1,101.68
Cleared Deposits and Other Credits						
9/1/2021	DEP		jobs ohio 2500, KHN 10...	Talent Forum	R	4,500.00
9/21/2021	EFT	EventBrite EDI Payments		Talent Forum	R	2,472.70
Total Cleared Deposits and Other Credits				2 Items		6,972.70
Total Cleared Transactions				4 Items		5,871.02

Sept Recon 2021

Checking
10/25/2021

Uncleared Transaction Detail up to 10/25/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
9/26/2021	1141	Management Excellence Inc	Talent Conf	Talent Forum		-1,649.51
9/26/2021	1142	Sinclair Conference Center	talent forum	Talent Forum		-3,049.63
9/26/2021	1143	TIP Strategies	Talent Forum	Talent Forum		-651.92
9/29/2021	1144	Bruce Duke	Talent Forum - UD Marri...	Talent Forum		-497.59
Total Uncleared Checks and Payments				4 Items		-5,848.65
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits				0 Items		0.00
Total Uncleared Transactions				4 Items		-5,848.65

Sept Recon 2021

Checking
10/25/2021

Uncleared Transaction Detail after 10/25/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
Total Uncleared Checks and Payments				0 Items		0.00
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits				0 Items		0.00
Total Uncleared Transactions				0 Items		0.00

First Suburbs Consortium of Dayton Ohio
Income Statement
Year to date 11/24/2021

	2021	
Revenues		
Contributions	7,765.00	(Talent Forum Sponsorship and Registrations)
Interest Income	0.00	
Total Revenues	7,765.00	
 Cost of Sales		
Total Cost of Sales	0.00	
Gross Profit	7,765.00	
 Expenses		
Phone Services (Conference Calling)	0.00	
Mileage	14.00	
Conferences/Training	9,140.95	(Talent Forum)
Summer Meeting	0.00	
Legal Advertising	51.84	
State Audit Fee	397.70	
Printing and Office Supplies	0.00	
Other Expense	181.41	
Total Expenses	9,785.90	
Net Income	<2,020.90>	
 Jan. 1, 2021 Bank Account Balance		
	29,228.27	
Current Bank Account Balance	27,207.37	
Change	2,020.90	(0.00)

Oct. 2021 Recon

Checking
11/24/2021

Uncleared Transaction Detail up to 11/24/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
Total Uncleared Checks and Payments				0 Items		0.00
Uncleared Deposits and Other Credits						
11/9/2021	DEP	Premier Health	Talent Forum Sponsorship	Talent Forum		500.00
Total Uncleared Deposits and Other Credits				1 Item		500.00
Total Uncleared Transactions				1 Item		500.00

Oct. 2021 Recon

Checking
11/24/2021

Uncleared Transaction Detail after 11/24/2021

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
Total Uncleared Checks and Payments				0 Items		0.00
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits				0 Items		0.00
Total Uncleared Transactions				0 Items		0.00

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			32,556.02
Checks and Payments	4	Items	-5,848.65
Deposits and Other Credits	0	Items	0.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			26,707.37

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			26,707.37
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	500.00
Register Balance as of 11/24/2021:			27,207.37
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			27,207.37

Cleared Transaction Detail

Date	Num	Payee	Memo	Category	Clr	Amount
Cleared Checks and Payments						
9/26/2021	1141	Management Excellence Inc	Talent Conf	Talent Forum	R	-1,649.51
9/26/2021	1142	Sinclair Conference Center	talent forum	Talent Forum	R	-3,049.63
9/26/2021	1143	TIP Strategies	Talent Forum	Talent Forum	R	-651.92
9/29/2021	1144	Bruce Duke	Talent Forum - UD Marri...	Talent Forum	R	-497.59
Total Cleared Checks and Payments				4	Items	-5,848.65
Cleared Deposits and Other Credits						
Total Cleared Deposits and Other Credits				0	Items	0.00
Total Cleared Transactions				4	Items	-5,848.65

First Suburbs Consortium of Dayton Ohio
Talent and Attraction Forum
Year to date 11/24/2021

	2021
Revenues	
Sponsorships Paid	5,000.00
Sponsorships Pledged	1,000.00
Registrations	<u>2,765.00</u>
Total Revenues	8,765.00
Expenses	
Event Facilitator - Management Excellence Inc.	3,649.51
UD Marriott - Dinner and Rooms	497.59
TIP Strategies - Travel and Meals	651.92
Event Room Rental - Sinclair	4,049.63
Other Expense	<u>292.30</u>
Total Expenses	<u>9,140.95</u>
Net Income	<u><u><375.95></u></u>

First Suburbs Consortium of Dayton Ohio - 2022 Budget-Approved _____

<u>Description</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>Revised 2021 Budget</u>	<u>2021 Expected</u>	<u>2022 Budget</u>
Beginning Balance	\$25,884	\$26,959	\$29,228	\$29,228	\$27,767
<u>Receipts</u>					
Membership Fees					
Annual Membership Dues*	\$3,000	\$3,000	\$0	\$0	\$3,000
Associate Membership Fees					
Talent Attraction & Retention Forum					
Forum Sponsor Fees			\$5,000	\$6,000	
Forum Registration Fees				<u>\$2,765</u>	
Total Receipts	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$5,000</u>	<u>\$8,765</u>	<u>\$3,000</u>
Balance plus Receipts	\$28,884	\$29,959	\$34,228	\$37,993	\$30,767
<u>Expenses</u>					
Misc. Operating Expenses (PO Box Rent, Stationary, Postage etc.)	\$496	\$385	\$600	\$345	\$500
Executive Director Expenses (Mileage, Meeting Expense, etc.)	\$183	\$82	\$400	\$85	\$300
Membership Retreat & Joint Mtg w/Townships	\$0	\$0	\$1,700	\$0	\$2,000
Fall 2021 Candidates Night	\$0	\$0	\$0	\$0	\$500
State Audit/Legal Ad Expense	\$672	\$150	\$750	\$542	\$200
Talent Attraction & Retention Project			\$11,740	\$9,141	\$3,000
Annual Membership Networking Event	\$0	\$0	\$250	\$0	\$250
Registrations & NLC &/or OML Conferences	\$441	\$0	\$4,000	\$0	\$4,000
Web Page Maintenance & Development	\$132	\$114	\$200	\$114	\$200
Contingency**	\$0	\$0	\$5,500	\$0	\$500
Total Expenses	<u>\$1,925</u>	<u>\$731</u>	<u>\$25,140</u>	<u>\$10,226</u>	<u>\$11,450</u>
Ending Balance	\$26,959	\$29,228	\$9,088	\$27,767	\$19,317

*Resume Annual Membership Fees of \$300 in 2022.

**2021 budgeted Contingency included \$5,000 contingency for the TA&R Forum.