Executive Committee meeting minutes April 24, 2020 prepared by Dotty LaJoye

CUPPAD REGIONAL COMMISSION
EXECUTIVE COMMITTEE MEETING
Meeting Minutes

April 24, 2020
2:00 p.m. EST

Conference Call

PRESENT

Gerald Corkin, Marquette County
J. Doucette, Alger County
Rod DesJardins, City of Munising
Tony Edlebeck, City of Kingsford
D. Rivard, Delta County
Peter Kleiman, Menominee County
J. Beudo, Hannahville Indian Community

OTHERS PRESENT

Dotty LaJoye, CUPPAD Executive Director

ABSENT

Michelle Viau, CPA, CFO Upper Peninsula Michigan Works!

1. CALL TO ORDER
The meeting was called to order at 2:00 p.m. by Chairperson G. Corkin; roll call was taken, and a quorum was present.

2. APPROVAL OF AGENDA
MOTION TO APPROVE THE AGENDA AS PRESENTED WAS MADE BY D. RIVARD, J. BEAUDO; MOTION CARRIED.

3. ACCEPTANCE OF THE MINUTES
MOTION TO ACCEPT THE MINUTES FROM THE EXECUTIVE COMMITTEE MEETING ON FEBRUARY 27, 2020, WAS MADE BY D. RIVARD, SUPPORTED BY R. DESJARDINS; MOTION CARRIED.

4. TREASURER’S REPORT
J. Beudo reported that overall, the budget looks fine. Her only question is about the fund balance. It is not clear to her what is being conveyed when 2 sets of numbers are highlighted. J. Beudo also questioned D. LaJoye about the general operating funds and why they are only at 46% when we are halfway through the fiscal year. She expressed the importance of keeping a close eye on that number. We don’t want to fall behind as we approach the end of the fiscal year, especially now under current conditions. D. LaJoye said that a report will be provided at the next Executive Committee meeting showing a more accurate budget with the removal of projects that are not going to generate revenue that was projected for this fiscal year, specifically the hazard mitigation plans and several CDBG projects that have been impacted by the state and federal agency’s response to the corona virus pandemic. Commissioners expressed concern for the budget’s status and the need to demonstrate action before it is too late. MOTION TO HOLD THE EXECUTIVE
5. UNFINISHED BUSINESS

6. EXECUTIVE DIRECTOR REPORT
D. LaJoye explained that most CUPPAD staff is able to work from home. CUPPAD assisted Michigan Works and Invest UP with the review and distribution of a Small Business Relief funds to small businesses in the central region. Within two weeks they were able to move thirty-two (32)- $10,000 grants out to small business in the Central Region that were experiencing severe economic hardship as a result of the safety orders put in place to slow the spread of the novel corona virus. The grant activity did take CUPPAD off track from what they typically do. J. Beaudo suggested that CUPPAD use that activity to promote CUPPAD services when soliciting for new memberships. D. LaJoye also reported that the EDA announced to the Michigan Regions that they will make available an unprecedented amount of funds to go out to local government projects through the EDDs. More details will be available next month. Michigan Works has reduced the amount of rent and service agreement fees charged to CUPPAD. The rent will be decreased from $1,200 per month to $800 per month and the services agreement will decrease from $49,000 annually to $25,000 annually and some Michigan Works staff will occupy two of the offices on CUPPAD’s side of the building. D. LaJoye reported that CUPPAD will still have more than enough space without those two offices and the reduction in rent and services fees are appreciated. MOTION TO APPROVE THE EXECUTIVE DIRECTOR’S REPORT WAS MADE BY R. DESJARDINS AND SECONDED BY T. EDLEBECK, MOTION CARRIED

7. FEDERAL REVIEW

8. ITEMS FROM THE EXECUTIVE COMMITTEE

9. ADJOURNMENT
MOTION TO ADJOURN AT 2:37 PM EST WAS MADE BY D. RIVARD, SUPPORTED BY P. KLEIMAN; MOTION CARRIED.