

**COLUMBIA RIVER GORGE NATIONAL SCENIC AREA
OREGON INVESTMENT BOARD**

*******Wednesday, August 18, 2016*******

****** 10:00 A.M. ******

**MCEDD Office
515 East 2nd Street, The Dalles, OR**

<u>Topic</u>	<u>Time</u>	<u>Item</u>
Call to Order, Introductions, Conflict of Interest Disclosures		
July 20, 2016 Minutes	5 minutes	Approval
Financial Report	5 minutes	Acceptance
Board Appointments Status	5 minutes	Information
Loan Modification Request: Lupin Construction		
Funded Loans Report and Updates	10 minutes	Discussion
<i>Executive Session per ORS 192.660 (f) (Exempt Documents)</i> <i>Regular Session Reconvened</i>		
Loan Actions	10 minutes	Decision
Federal Funding Status Update	5 minutes	Information
Other New Business, Good of the Order		
Adjournment		

The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance please contact Sherry Bohn at (541) 296-2266 at least 48 hours before the meeting so arrangements for appropriate accommodations can be made.

Executive Session Protocol Oregon Investment Board

After discussion agenda items are presented in open session by OIB staff, the OIB Chair will state the following: "Pursuant to ORS 192.660(f), Exempt Documents, I call the Executive session of the Oregon Investment Board to order"

OIB Chair asks all non-staff and non OIB members to leave the meeting. Staff will explain to visitors where they can wait and that they will be invited into Executive Session when their agenda item will be discussed.

For each discussion item on the agenda for Executive Session, the OIB Chair will follow the following procedural steps:

1. Invite the loan applicant (or their representative) into the Executive Session for the presentation of their loan request. OIB Chair requests a brief presentation from OIB staff on a summary of the loan proposal or other discussion item.
2. After presentation of information by staff, the OIB Chair asks if there are any questions for the loan applicant or OIB staff.
3. Following questions and discussion by the OIB, the loan applicant (and/or their representative) is asked to leave Executive Session with instruction that they will be invited into the Open session when Executive Session is adjourned.
4. OIB Chair asks OIB members if there is any discussion related to loan request that needs to take place before inviting the next loan applicant or other persons in to Executive Session for the next discussion item.
5. Additional discussion between the OIB members takes place then Steps 1-5 are repeated for each following discussion item for Executive Session.

At the end of discussion, the OIB chair will close the Executive Session. The OIB moves back to open session. At this point, the OIB Chair can ask for a motion of the decision items in open session. Open session is when the OIB can make decisions on agenda items.

COLUMBIA RIVER GORGE NATIONAL SCENIC AREA
OREGON INVESTMENT BOARD
Wednesday, July 20, 2016
Port of Hood River Meeting Room, 1000 E. Port Marina Drive Hood River, OR 97031
10:00 a.m.

ATTENDANCE:

OIB Members: Ken Bailey, Jack Miller, Rick Leibowitz, and John Kasberger.
Guest: Carolyn Meece (Business Oregon)
Staff: Amanda Hoey, Sherry Wickert, Sherry Bohn and Eric Nerdin.

CALL TO ORDER:

Chair Ken Bailey called the meeting to order at 10:00 a.m. A quorum was present.

CONFLICT OF INTEREST POLICY AND INTRODUCTIONS:

Ken Bailey requested that any Board member disclose any conflict of interests for any of the topics to be reviewed today. None were noted.

MAY 19, 2016 MINUTES:

Jack Miller moved to approve the minutes from May 19, 2016. John Kasberger seconded the motion. Motion passed unanimously.

FINANCIAL REPORT:

Sherry Wickert presented the financial report for the period ending June 2016. Sherry reported that the new auditing firm, Lewis, Poe, Moeller, Gunderson and Roberts, LLC, was scheduled to begin this year's audit the week of October the 10th. She reported Interest Income of \$10,555.17 with a total income of \$10,858.35. Sherry reported Principal Repayments of \$14,502.06 and Miscellaneous Expenses of \$1,072.59. She noted that the Miscellaneous Expenses included filing fees, legal service and a change in distribution of an accounts receivable. Sherry also reported that the current period Structured Accrued Loan Interest was \$738.56 and the total Structured Accrued Loan Interest was \$6252.02.

Discussion: Jack Miller asked what structured accrued loan interest was. Sherry and Amanda explained that it is the accrued interest associated with loans in default.

Rick Leibowitz moved to accept the financials as presented. John Kasberger seconded the motion. Motion passed unanimously.

BOARD APPOINTMENT STATUS

Amanda explained that Tammy Miller and John Southgate, both from Multnomah County, have pending appointment applications. She also reported that Jack Miller is seeking reappointment and that Hood River County recommended his reappointment and staff is working through that approval process. Amanda reported that Ken Bailey's term ends today but he will continue to serve until there is a replacement appointed. Amanda also reported that Bob McFadden is no longer able to serve and this creates an immediate vacancy. She reported that there are a couple of prospective applicants in the works.

OFFICER ELECTIONS

Jack Miller nominated Rick Leibowitz as Chair. Rick Leibowitz nominated John Kasberger as Vice Chair. John Kasberger nominated Jack Miller as Secretary/Treasurer. No further nominations were received.

Ken Bailey moved to approve the slate of officers with Rick Leibowitz as chair, John Kasberger as vice-chair and Jack Miller as Secretary/Treasurer. John Kasberger seconded the motion. Motion passed unanimously.

COMMITTEE APPOINTMENTS

Amanda stated that the Board may appoint members to the Loan Committee or may delay the action until additional members are appointed to the board. The Board discussed various options and the consensus was to delay appointment of Loan Committee members until pending appointments are approved.

LOAN MODIFICATION REQUEST: SEUFERT ENTERPRISES, LLC:

Eric Nerdin presented a request from Seufert Enterprises, LLC to release a 2000 GMC Safari van as collateral for OIB loan # 136-02-01.

EXECUTIVE SESSION:

Per ORS 192.660 (f) Exempt Documents, the Oregon Investment Board moved into Executive Session at 10:20 a.m.

Regular session was reconvened at 10:22 a.m.

LOAN REQUEST DECISION:

Rick Leibowitz moved to approve the loan modification request to release the 2000 GMC Safari van as collateral for OIB loan #136-02-01. John Kasberger seconded the motion. Motion passed unanimously.

FUNDED LOANS REPORT and UPDATE

Amanda presented an update on the OIB Annual Report.

EXECUTIVE SESSION:

Per ORS 192.660 (f) Exempt Documents, the Oregon Investment Board moved into Executive Session at 10:25 a.m.

Regular session was reconvened at 10:40 a.m.

OTHER NEW BUSINESS, GOOD OF THE ORDER:

Amanda reported that the Fresh Start Culinary Arts Program was experiencing difficulties producing documentation of the cash match of \$108,000 for the approved \$10,000 grant. She explained that the difficulties were due to matching expenses with missing receipts and non-construction related startup costs. Amanda reported that they had come up with approximately \$90,000 in total expenses, including those for which they would seek OIB

reimbursement. She requested that the Board approve a contract modification to allow all construction costs to be used as cash match and that the required as match be lowered to reflect the expenses already fully documented.

Discussion: Rick Leibowitz stated that Fresh Start is currently on their second cohort. He noted that they had two graduates in the first and three students in the current cohort. Ken Bailey noted that the cost of housing and transportation was affecting the number of students. Eric Nerdin noted that success in graduating student job placement. The Board highlighted the level of match produced even with the proposed amendment.

John Kasberger moved to amend the budget and contract requirements as per staff recommendation. Rick Leibowitz seconded the motion. Motion passed unanimously.

John Kasberger noted that he thought the Economic Symposium was excellent and full of useful information. Carolyn Meece noted that she liked the venue. Carolyn also announced the new North Central Oregon Regional Solutions Coordinator was Nate Stice.

Amanda requested suggestions for the thank you for Bob McFadden. The Board consensus was a gift certificate from Montira's

ADJOURNMENT: The meeting was adjourned at 11:10 a.m.

OIB FINANCIAL SUMMARY
REPORT PERIOD: JULY 16

	TOTAL YEAR TO DATE	PREVIOUS REPORT	CURRENT ACTIVITY
CASH BALANCE AS OF 06/30/16	1,075,074.41		-
Less Payables	(8,736.69)		-
Plus Accounts Receivable	518.13		-
Plus Interest Receivable (Less Unrecorded Accr'd Int)	10,632.22		-
ADJUSTED CASH BALANCE 06/30/16	1,077,488.07	-	-
INCOME			
Interest	10,629.99		10,629.99
Loan Processing & Fees	1,143.16		1,143.16
Loan Late Fees	646.27		646.27
Misc Income			-
Invested Interest	46.57		46.57
TOTAL INCOME	12,465.99	-	12,465.99
PRINCIPAL REPAYMENTS	30,911.77	-	30,911.77
REVENUE BEFORE DISBURSEMENTS	43,377.76	-	43,377.76
EXPENSES AND PAYMENTS			
Grants Disbursed FY17			-
Loans Disbursed			-
Miscellaneous Expenses			-
Professional Services	7,821.97		7,821.97
TOTAL EXPENSES AND PAYMENTS	7,821.97	-	7,821.97
ADJUSTED CASH BALANCE	1,113,043.86	-	35,555.79
LESS:			
Approved Grants not Disbursed	(10,000.00)		
Approved Loans not yet Disbursed			
Interest Receivable at Period End	(11,063.48)		
AVAILABLE TO GRANT/LOAN	1,091,980.38		
STRUCTURED ACCRUED LOAN INTEREST			
Current Period	909.99		
Prior Year Balance	5,698.22		
TOTAL STRUCTURED ACCRUED LOAN INTEREST	6,608.21		
LOANS RECEIVABLE BALANCE	1,757,361.09		
PROOF:			
Cash Balance After Reconciliations	1,118,539.04		
Less Payables	(16,558.66)		
Plus Interest Receivable (Includes Structured Accr'd Int)	11,063.48		
ADJUSTED CASH BALANCE	1,113,043.86		

REPORT GENERATED BY: Sherry Wickert

**OREGON INVESTMENT BOARD
DISTRIBUTIONS OF GRANTS & LOANS APPROVED**

Report Period: JULY 2016

Grants	Date Approved	Expiration Date	Grant	Previous Distribution	Current Distribution	Expired/Not Utilized	Amount Remaining
Fresh Start Culinary Arts Program	11/18/2015	12/31/16	10,000.00				10,000.00
Total			10,000.00	-	-	-	10,000.00

Loans Approved/Funded	Date Approved	Expiration	Original Loan	Previous Distribution	Current Distribution	Expired/Not Utilized	Amount Remaining
							-
Total			-	-	-	-	-