

Here are the notes for **Ontario CIC 7.21.25**.

Present: Adam Gongwer, Andy Medwid, Amy Hiner, Beth Delaney, Josh Bradley, Kris Knapp, Sgt. Casey Bly, Rick Pauley, Jennifer Meisse, Jay Goyal

Jessica Gribben

Absent: Nick Turnbaugh, Paul Boggs

Action Items

Andy Medwid **Prepare conflict of interest policies for board members**

Create conflict of interest policies for all board members to sign at the next meeting as part of the 501c3 application process.

Kris Knapp **Obtain insurance quote for CIC board**

Work with Adam and Ohio Plan to get a quote for Director and Officer Insurance for the CIC board to present at the next meeting.

Overview

- Ontario CIC board adopted bylaws and elected officers: Kris Knapp as chair, Amy Hiner as vice chair, Beth Delaney as secretary, and Paul Boggs as treasurer
- Board scheduled strategic planning session for **August 12th from 11 AM to 3 PM** at The Cove to establish priorities and action items
- Andy Medwid will complete **501(c)(3)** application now that officers are in place and will have prepared conflict of interest policies for next meeting
- City will obtain director and officer insurance quote through Ohio Plan for the CIC since it requires separate coverage from city insurance
- Board established **3** staggered term groups: Amy and Beth expire **December 31st, 2026**, Jay and Nick expire **2027**, Jennifer and Paul expire **2028**
- Two immediate property opportunities identified: corner house demolition scheduled for **second week of October** and land auction sign spotted across from former Jilly Junction

Board member introductions

- Jessica Gribben serves as Economic and Community Development Director for the Chamber, helping organize the group with experience from Shelby CIC
- Josh Bradley chairs Economic Development on Ontario City Council and supports CIC as recommendation from comprehensive plan
- Jay Goyal runs Oil Industries manufacturing company in Mansfield, former state representative, and may step down if **50-50** odds acquisition comes through
- Rick Pauley is **3-0year** Ontario resident with workforce background representing the City on the board as a member of the planning commission.
- Andy Medwid serves as Ontario's Law Director in legal capacity, not as board member
- Kris Knapp is Mayor of Ontario with Adam as Service Safety Director joining remotely
- Casey represents Ontario Police Department as sergeant
- Beth Delaney owns business in Ontario for **30 years** and lives in Springfield Township
- Jennifer owns Coffee Shop and Pizza Company, open **6 years**, with children who attended Ontario schools for **29 years**
- Amy Hiner serves on board of education and teaches at OSU Mansfield

Sunshine law requirements

- Andy Medwid explained CIC meetings are private when handling internal governance like bylaws and officer elections
- When acting as city agent for property transactions, meetings become subject to sunshine laws and must be public
- Board decided to follow Shelby CIC model of posting meeting dates on calendar and keeping them open to public
- Board agreed on in-person meetings only, no Zoom access for general public
- Minutes will be kept and made available upon request but not automatically posted online

Bylaws adoption

- Amy Hiner motioned to adopt bylaws with Beth Delaney seconding the motion
- Board unanimously approved bylaws adoption
- Jessica Gribben noted bylaws can be changed later by board action if needed
- Bylaws establish officers as president, vice president, secretary, and treasurer with **1-year** terms

Officer elections

- Kris Knapp elected as chair to serve through **January** when his mayoral term ends
- Amy Hiner elected as vice chair
- Beth Delaney elected as secretary with Jessica continuing to assist with meeting minutes
- Paul Boggs elected as treasurer in absentia, with Beth confirming his acceptance
- Board unanimously approved all officer positions
- Andy Medwid noted officers don't need to be board members and can continue serving even if moving from public to private sector

501(c)(3) application process

- Andy Medwid will complete application now that officers are elected and corporation is established
- Application requires officer names and addresses on **1023 form**
- Andy will prepare conflict of interest policies for all officers to sign at next meeting
- Jessica's **12-month** contract with city expires **December 2025** unless council renews

Director and officer insurance

- Jay Goyal raised need for director and officer insurance coverage
- Adam Gongwer confirmed CIC needs separate policy since not covered under city insurance

- Kris Knapp and Adam will work with Ohio Plan to obtain quote for next meeting
- City council will likely approve insurance costs as part of CIC startup funding

Strategic planning session scheduling

- Board scheduled session for **Tuesday, August 12th** from **11 AM to 3 PM**
- Location confirmed at The Cove after Jennifer offered space with big screen and Wi-Fi
- Ellen Hines and Tom Vanderhorst will likely facilitate to provide CIC background
- Session will cover CIC capabilities, other community examples, comprehensive plan review, and priority setting

Mission statement proposals

- Beth Delaney presented **3** mission statement options focusing on local growth, community investment, and neighborhood revitalization
- Amy Hiner proposed mission emphasizing vibrant, connected community with bike paths, town center, and community initiatives
- All proposed statements will be included in minutes for board review
- Final mission statement adoption planned for strategic planning session

Board term assignments

- Board divided into **3** staggered groups to prevent all members leaving simultaneously
- Group 1 (Amy Hiner, Beth Delaney): terms expire **December 31st, 2026**
- Group 2 (vacant, Nick Turnbaugh): terms expire **2027**
- Group 3 (Jennifer Meisse, Paul Boggs): terms expire **2028**
- Members can serve **3** consecutive **3-year** terms before taking mandatory **1-year** break
- Public sector representatives (city officials) don't have term limits

Website content planning

- Adam Gongwer recommended transparency including board member names, mission statement, and officer positions

- Board reviewed Adam's list of potential website content based on other Ohio CIC sites
- Minimum recommended content: mission statement, board members, and officers
- Additional content could include CIC-owned properties and development projects when appropriate

Property development opportunities

- Corner house demolition scheduled for **second week of August** with Land Bank involvement
- City working with Land Bank and owner on restoration funding
- Property may come to CIC as acquisition opportunity after demolition per comprehensive plan
- Land auction sign spotted across from former Jilly Junction location for vacant lot
- Board noted potential environmental concerns due to former gas station on auction property
- Josh Bradley confirmed auction location matches concept picture from comprehensive plan