

Administration Committee Meeting Minutes

Productive Living Board

November 19, 2024

Attendance

Present:

Members: Dave Herman, Curt Ittner, Lauri Koster, Scott Malin

Other Board Member Present: Lou Brock

Staff Participants: Becky Herschbach - Executive Director; Don Kaufmann - Director of Finance and Administration

Absent:

Members: Jasmine Chen

I. Call to Order

A quorum was present and due notice had been published.

Ms. Koster called the meeting to order at approximately 3:30 p.m.

II. Board Action Item

A. FY'26 Cost of Living Adjustment (COLA) for PLB Funded Services

Mr. Herman moved that the Administration Committee approve a COLA of up to 3% for services in FY'26. Mr. Malin seconded the motion.

Mr. Kaufmann discussed the COLA recommendation and answered questions from the Committee.

The motion passed unanimously

III. Board Consent Agenda Items

Ms. Koster noted that the consent agenda items will be included for approval at the December Board meeting.

A. Promise Community Homes – Request for Deferral of FY'25 Annual Loan Payments

B. Heartland Industries, Inc. – Request for Deferral of FY'25 Annual Loan Payment

C. Valley Industries – Request for Deferral of FY'25 Annual Loan Payment

D. Lafayette Industries North, Inc. – Request for Deferral of FY'25 Annual Loan Payment

Mr. Kaufmann shared information about the loan agreements being updated by legal counsel in preparation for the Board approved projects with St. Louis Arc and Promise Community Homes and answered questions from the Committee.

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IV. New Business

No new business was discussed.

There being no further business before the Committee, the Administration Committee adjourned at approximately 3:40 p.m.

Respectfully Submitted,



Becky Herschbach
Executive Director

As recorded by Kathy Williams, Executive Administrative Assistant.

The above minutes were reviewed and approved by Lauri Koster, Administration Committee Chairperson.