

**PRODUCTIVE LIVING BOARD**  
**ADMINISTRATION COMMITTEE MEETING**  
**MINUTES**

**Tuesday, August 29, 2023**

**COMMITTEE MEMBERS IN ATTENDANCE**

Michele Liebman, Chairperson  
William Bolster  
Lauri Koster  
Scott Malin

**COMMITTEE MEMBER ABSENT**

Bob Wallace

**STAFF MEMBERS IN ATTENDANCE**

Becky Herschbach, Executive Director  
Jennifer Boedeker  
Gabby Buenger  
Glen Goldstein  
Lillie Gray  
Jake Goeke  
Keith Harris  
Donald Kaufmann  
Emily Love  
Amy Meyer  
Kathy Williams

**OTHER BOARD MEMBER IN ATTENDANCE**

Curt Ittner

**GUESTS IN ATTENDANCE**

Eight guests were in attendance.

A quorum was present and due notice had been published.

Ms. Liebman called the meeting to order at approximately 3:35 p.m.

**I. Board Action Item**

1. Banking Services Proposals

PLB policy requires an RFP for banking services be issued at least every 5 years.

Ms. Koster moved that the Administration Committee approve continuing PLB's banking services with Commerce Bank through FY'28.

Mr. Bolster seconded the motion.

Mr. Kaufmann and Mr. Goldstein discussed the banking services selection process and answered questions from the Committee.

The motion passed unanimously.

## II. Board Consent Agenda Items

The following items will be included for approval on the September 11, 2023, Board Meeting Consent Agenda.

a. Promise Community Homes – Request for Deferral of FY'24 Annual Loan Payments

<u>Loan Numbers</u>	<u>Installment Due Dates</u>
Loan #1377/10	July 21, 2023
Loan #1331/10	August 8, 2023
Loan #1350/10	August 14, 2023
Loan #1295/10	September 8, 2023
Loan #1393/10	September 19, 2023
Loan #1395/10	September 19, 2023
Loan #1379/10	September 22, 2023
Loan #1381/10	September 22, 2023
Loan #1017/75	September 30, 2023
Loan #1023/00	September 30, 2023
Loan #1046/75	September 30, 2023
Loan #1056/75	September 30, 2023

b. Lafayette Industries North, Inc. – Request for Deferral of FY'24 Annual Loan Payment

<u>Loan Number</u>	<u>Installment Due Date</u>
Loan #3099/75	September 30, 2023

## III. New Business

No new business was discussed.

There being no further business before the Committee, the Administration Committee adjourned at approximately 3:45 p.m.

Respectfully submitted,



Becky Herschbach  
Executive Director

As recorded by Kathy Williams, Executive Administrative Assistant

The above minutes were reviewed and approved by Michele Liebman, Chairperson of the Administration Committee.