

Minutes of the
REVOLVING LOAN FUND
LOAN ADMINISTRATION BOARD

Wednesday, December 21, 2016, 8:00 a.m.
Bi-State Regional Commission
Bi-State Regional Commission Conference Room
1504 Third Avenue
Rock Island, Illinois

MEMBERS PRESENT: Jay Morrow– President, Carl Becker, Denise Bulat, Randy Hollerud, Mark Petersen, Eileen Roethler, Lee Schneider, Jim Tank

MEMBERS ABSENT: none

STAFF PRESENT: Jim Grafton, City of Silvis; Donna Moritz, Bi-State Regional Commission; Annaka Whiting, City of Moline

OTHERS PRESENT: Dr. Arvind Mowa, divvyMed, LLC

President Morrow called the meeting to order at 8:00 a.m.

1. Approval of Minutes of the July 27, 2016 Meeting. President Morrow asked if there were any additions or corrections to the July 27, 2016 Revolving Loan Fund Loan Administration Board minutes. Mr. Becker moved approval of the minutes as amended. Ms. Roethler seconded the motion, and it passed unanimously.
2. Financial Report
 - a. Financial Summary. The Financial Summary, as of November 30, 2016 was reviewed. The principal balance outstanding for the program is \$618,163.60. There were \$842,804.37 available funds to loan from repayments. November repayments generated approximately \$14,000 in program income.
 - b. Delinquency Report. Ms. Moritz shared the delinquent accounts as of December 10, 2016 were Process Automation Concepts, LEDs America, Inc., and Barley & Rye, Inc. The Board concurred to continue to monitor Process Automation Concepts and Barley & Rye, Inc. Ms. Bulat moved, seconded by Mr. Petersen to write off the \$78,162.83 principal balance for LEDs America, Inc. and to continue to pursue personal collection from Mr. Joel Westermarck.
3. Status of Loan Reviews
 - a. Upcoming Loan Reviews. There were no upcoming loan reviews.
4. Review of divvyMed, LLC Loan Application. Ms. Whiting introduced Mr. Arvind Mowa, divvyMed, LLC. Mr. Mowa gave a brief overview of the company and project. Ms. Whiting reviewed the project summary letter stating the RLF funds will be used for purchase of equipment. The company plans on retaining 73 jobs and creating 50 jobs within the first two years of the project.

STAFF RECOMMENDATION:

RLF Amount	\$305,000
Term/Amortization	7 Years
Loan Review	2 Year
Interest Rate	2.82%
Collateral	First Position – accounts receivable, equipment, and inventory
Other Conditions	Personal guarantee – Dr. Arvind Mowa

After discussion, Mr. Petersen moved, seconded by Mr. Hollerud to approve the loan to divvyMed, LLC for \$305,000 with a term of 7 years, at 2.82% with a 2 year review and collateral as stated above contingent upon obtaining full financing. The motion passed unanimously.

5. Old Business. There was no old business.
6. New Business. There was no new business.
7. Upcoming Loan Applications. Staff representatives from the Cities of Bettendorf, Coal Valley, Davenport, East Moline, Eldridge and Milan were unable to attend this meeting. Ms. Whiting stated the City of Moline did not have any applications to report at this time. Ms. Moritz, representing Rock Island County did not have any applications to report on at this time. Mr. Hollerud stated the City of Rock Island was working with a few different businesses on potential applications. Ms. Moritz, representing Scott County, didn't have any applications to report on at this time. Mr. Grafton stated the City of Silvis was working with a few businesses on potential applications.
8. Other Business. Ms. Moritz shared responses on the proposed RLF legislation were sent from National Association of Development Organizations, Iowa Association of Regional Councils and Illinois Association of Regional Councils. There has been no additional information provided.
9. Adjournment. The meeting adjourned at 8:45 a.m.