



TERRY L. NILL, CHAIRMAN
PHILLIP H. RUFENER, TRUSTEE
EDWARD E. TAGGART, TRUSTEE

THE CONOTTON-SANDY-TUSCARAWAS VALLEY COMMUNITY IMPROVEMENT CORP.
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[HTTP://WWW.CSTVCIC.ORG](http://www.cstvcic.org)

MINUTES 3-17-2009

The first meeting of the Conotton-Sandy-Tuscarawas Valley Community Improvement Corporation was held at the Mineral City American Legion Post building on 3-17-2009, and the meeting was called to order at 7:20PM.

Those attending were Terry Nill, Phillip Rufener, Edward Taggart, Daniel Van Epps, and David Fenton.

Mr. Nill was elected to Trustee Position #1 and will serve three years; Mr. Rufener was elected to Trustee Position #2 and will serve three years, and Mr. Taggart was elected to Trustee Position #3 and will serve two years.

Daniel Van Epps was elected as the CSTVCIC Executive Director, and will also assume interim duties as Secretary-Treasurer. Beth Nill, wife of Mr. Nill, will volunteer as assistant secretary to monitor the mail and phone at the Nill's home that is serving as the temporary CSTVCIC office. Bonnie Patrick will be offered the treasurer position.

The CSTVCIC Code of Regulations was reviewed and approved by the Board 3-0.

The Internal Revenue Service Employee Identification Number application form SS-4 was reviewed by the Board. It was agreed that Line 12 "Closing month of accounting year" be changed to February. The form will be reprinted, signed by Mr. Nill, and sent to the IRS by Mr. Van Epps.

The Internal Revenue Service Recognition of Exemption application form 1023 and its instructions were discussed. Mr. Van Epps will complete the form to the best of his ability, and then will forward it to the Board for their review and input. Mr. Van Epps will email the blank form and instructions to the Board for members' initial reviews.

Mr. Van Epps discussed the need for a CSTVCIC website and will investigate hosting providers and rates. "CSTVCIC.org" was selected as the website's URL. Included with the website will be email addresses, and each Trustee and Staff member will be issued a CSTVCIC email address. Training will be provided for POP3 and WebMail clients.

CSTVCIC letterhead and envelope samples were reviewed and approved. Mr. Van Epps will provide the Board with letterhead and envelope hardcopies and a Word version.

Introduction letters will be sent to state and federal legislators, and villages and townships located in the CSTVCIC vicinity.

An introduction letter and request for one circular acre of land will be sent to Mr. Norm Shetler of Eaton Realty for the site of the tower at the top of the hill at the west end of Center St. in Mineral City.

An introduction letter and notification that the CSTVCIC is interested in acquiring Mineral City Elementary School should the new school levy pass will be sent to the Tuscarawas Valley School District.

The next CSTVCIC meeting will be held on Tuesday, 4-21-2009 at 7pm (or after the Huff Run Watership Restoration Partnership meeting is over) at the Mineral City American Legion Post building. Notice of the meeting and future meetings will be provided to the Dover-New Philadelphia Times-Reporter, as will a summary of the minutes potentially for their Saturday announcements section.

The meeting was adjourned at 8:45pm.

DLVE
3-19-2009