

**MINUTES**  
MEETING OF IMPACT HARRISBURG  
June 16, 2015, 2 P.M.  
Pennsylvania Housing Finance Agency  
211 North Front Street  
Harrisburg, PA 17105

Officers of the Board Present:

Neil Grover, Chair  
Les Ford, Secretary  
Brittany Brock, Treasurer

Board of Directors Present:

Brian Hudson, Sr., Director  
Dale Laninga, Director  
Gloria Martin-Roberts, Director  
Jackie Parker, Director  
Karl Singleton, Director

Board of Directors Absent:

Doug Hill, Vice-Chair

Others Present:

Fred Reddig, Coordinator for the City of Harrisburg  
Anne Morrow, Recording Secretary

Mr. Grover called the meeting to order at 2:23 p.m. Mr. Hill was unable to attend the meeting due to a prior commitment. The Board was aware prior to the meeting that he would not be present.

M&T Bank and Fulton Bank were invited by the Board to give presentations on the completion of their proposals as depository prior to the regular meeting.

**M&T Bank Presentation**

Mr. Zach Tyminski, Vice President  
Mr. Jeff Grizan, Branch Manager and Bank Officer

Mr. Zach Tyminski, Vice President, with M&T Bank provided the Board with background information on M&T Bank, along with recommendations on how M&T Bank can be a strategic partner with Impact Harrisburg.

- Structure, Investment and Pricing
  - **Operating Account** will have subaccounts attached to it for payroll, economic development and infrastructure. Collateralized Account will be created for fund investments. The Collateralized Account would provide the funding for the operating budget every year.

- **The Collateralized Account**, (money market account), will have an **interest rate of 18 basis points**, which is not tied to a minimum balance.
  - **The monthly fee for the Operating accounts**, on average, **would be capped at \$100 each**, which is calculated with an estimated \$13 million of collateralized deposits. The monthly fee includes fraud protection, electronic reporting and the modules for processing wires. This monthly fee could exceed \$100 if the account processes any additional monthly transactions.
    - **ARP** – Positive pay service, monthly maintenance is \$35.
    - **ACH monitor fraud review**, monthly maintenance is \$35.
    - **Information services** – Web info wire transfer service is \$10.
    - **Wire and sweep services** range from \$12.50 to \$25.50 per item.
  - **The monthly earnings** would be approximately \$1,850 or until the Collateralized Account is structured with a financial advisor. These accounts would never have a net loss.
- Account Management
    - **Advanced Business for Checking Account** provides free checking, deposits, withdrawals and online banking. The Operating and sub accounts would be created to use these basic functions and these accounts would be FDIC insured.
    - **The Collateralized Account** would be covered and protected pursuant to Act 72.
    - Large wire withdraws would require a notification of at least 3 business days.
    - Accounts would be structured to use the Web and Focus platform that provides online banking to view balances, process electronic wires and transfers, and produce real time, custom reporting.
  - Protection and Fraudulent Oversight
    - Only authorized individuals will have the ability to make withdrawals from these accounts, electronically or in person.
    - A dollar ceiling can be added on the accounts that will restrict a user from transferring an amount that exceeds the limit.
    - Check fraud can be monitored by providing a list with the check information. If the check is not on the list M&T Bank will seek approval before processing a check.
    - Individual tokens will be provided to each user who enters and/or releases wires.

### **Fulton Bank Presentation**

Mr. Joseph Beck, Jr., Sr. Vice President, Corporate Banking Division  
 Mr. Chad Rottmund, Sales Officer, Cash Management Division  
 Mr. Justin Wissler, Sales Associate, Cash Management Division

Mr. Beck provided the Board with background information, along with Fulton's safety and soundness statement and how Fulton Bank is uniquely positioned to be a long-term financial partner with Impact Harrisburg. Mr. Rottmund then provided information on the cash management services.

- Relationship Management
  - **Government Interest Checking Accounts** – Will receive a rate at Fed Funds minus 15 basis points (currently at 0.1%). Unlimited accounts can be opened.
  - **Government Interest Money Market Account** – Will receive a rate at Fed Funds minus 5 basis points (currently at 0.2%). Unlimited accounts can be opened. Limited to 6 transfers a month.
  - **Online balance reporting and transactions** can be accessed thru CashLink.
  - A team of professionals will be available to support
- Scope of Services
  - **Controlled Disbursement Service** – Provides timely reporting on checks that clear against your account each night. \$100/month.
  - **Stop Payment** – Imaging of front and back of remittance and disbursement checks is \$33 per check.
  - **Check Imaging via CashLink** – no charge; but thru CheckLink is \$40/CD.
  - **ACH Next Day Wires** - May be used separately or as an add-on to CashLink. ACH wires can be initiated for direct deposit of payroll, direct debit, concentration of funds, vendor payments and tax payments. ACH Origination Module high level of transactions \$35/month. Low level of transaction, under 40 ACH next day wires a month would be approximately \$20/month.
  - **Wire Transfer Services** – Allows you to initiate a same day wire thru CashLink until 4 p.m. at \$15/wire or by calling directly to the wire room or branch until 2 p.m. at \$30/wire.
  - **Payroll Services** – Included as part of the ACH Origination Module.
  - **Fraud protection** – Available for both ACH and checks. Fees range from \$20 - \$50/month depending on the protection.
- Protection and Fraudulent Oversight
  - The Administrator will be able to create multiple users.
  - Dole wire control – Allows certain users to enter wires and other users to release wires.
  - Single wire control – Allows every user to enter and release wires, except their own entry.
  - Limit control – Allows you to create a limit on the dollar amount for wires. Templates can be created online for repetitive wires that will not allow anyone to change the bank account information and/or dollar amount.
  - Wire tokens would be provided to all users who would enter and/or release wires.
  - Accounts are FDIC insured and protected under Act 72.

## **1. Minutes of the June 2, 2015 meeting**

It was moved by Mr. Hudson and seconded by Ms. Brock that:

**“The minutes from the Impact Harrisburg Board of Directors meeting of June 2, 2015 be approved as printed.”**

**MOTION CARRIED UNANIMOUSLY**

## **2. Executive Director Search Committee status**

The Executive Director Search Committee met on Friday, June 12 to review the 39 resumes received for the Executive Director position. Out of the 39 applicants, the committee recommended 9 individuals for further consideration. These 9 applicants will be contacted and interviews will be scheduled on June 30, July 8 and July 9. The Board will then determine if a second round of interviews is necessary.

**ACTION: Mrs. Morrow was asked by the Board to notify and schedule interviews with the 9 individuals who were selected for further consideration of the Executive Director position.**

## **3. Office Space**

Mr. Grover noted he will assist with the paperwork needed for obtaining the office space at Pinnacle Health.

**ACTION: Mr. Singleton will contact Pinnacle Health to inquire what paperwork is needed for the Board to obtain the office space on Third Street, Harrisburg.**

## **4. Other Business**

Time ran short to cover all the agenda items, therefore, the Board agreed to reconvene by conference call on June 24, 2015 at 4 p.m. to finish discussing the rest of the agenda items.

The Chair adjourned the meeting at 3:59 p.m.

Meeting minutes were submitted by Recording Secretary, Anne Morrow.

The next meeting will be held by conference call on Wednesday, June 24, 2015, at 4 p.m.

Approved this 23<sup>rd</sup> day of July, 2015.

  
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Mr. Neil Grover, Chairman of the Board

  
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Mr. Les Ford, Secretary