

MINUTES
MEETING OF IMPACT HARRISBURG
August 25, 2015, 2 P.M.
Pennsylvania Housing Finance Agency
211 North Front Street
Harrisburg, PA 17105

Officers of the Board Present:
Neil Grover, Chair
Doug Hill, Vice-Chair
Les Ford, Secretary

Board of Directors Present:
Brian Hudson, Sr., Director
Gloria Martin-Roberts, Director
Jackie Parker, Director
Karl Singleton, Director

Others Present:
Fred Reddig, Coordinator for the City of Harrisburg

Absent:
Brittany Brock, Treasurer
Dale Laninga, Director

Mr. Grover called the meeting to order at 2:10 p.m. All Board Directors were present except Ms. Brock and Mr. Laninga.

1. Minutes of the August 11, 2015 meeting

It was moved by Ms. Martin-Roberts and seconded by Mr. Hill that:

“The minutes from the Impact Harrisburg Board of Directors meeting of August 11, 2015 be adopted as printed.”

MOTION CARRIED UNANIMOUSLY

2. Investment Policy

The Board briefly discussed the Investment Policy. Mr. Reddig advised the Board that the Harrisburg Strong Task Force had proposed an Investment Policy which was embodied in the Order that was approved by the Court. It is set up as a Policy Statement for the Board to enact, which would form the basis for the RFP. The Board agreed they will review the proposed Investment Policy and revisit this item at the next Board meeting.

ACTION: Mr. Reddig will circulate to the Board the proposed Investment Policy for review and further discussion at the next Board meeting.

3. Accountant

Due to Ms. Brock's absence from today's Board meeting, this item is deferred until the next Board meeting.

At the last Board meeting Ms. Brock noted she would circulate a letter for Board approval prior to mailing it to the list of accountants below.

- i. Jim A. Koontz, Brown Shultz Sheridan Fritz, Camp Hill
- ii. Diana M. Reed, Diana M. Reed Associates, Hershey
- iii. Jesse Lambert, Gift & Associates, Mechanicsburg
- iv. Jim P. Shellenberger, Sr., McKonly & Asbury, Camp Hill
- v. Dan C. Miller, Miller Dixon Drake, Harrisburg
- vi. Nick Greyshock, SF & Company, Wormleysburg
- vii. Jon Culp, Smoker Smith & Associates, Hershey

4. Board Insurance

The Board had agreed to retain Cincinnati Insurance Company through Enders Insurance and also noted that until Board insurance is in place no payment of funds would be released. Due to Ms. Brock's absence further discussion on Board Insurance was tabled until the next Board meeting.

ACTION: Mr. Grover will contact Ms. Brock via email to confirm a contract has been received for coverage of D&O insurance for the entire Board and Executive Director along with Fidelity coverage for the Chair, Treasurer and Executive Director through Cincinnati Insurance Company.

5. Depository

Mr. Grover reiterated that an account with Fulton Bank has been opened and is now funded. A small number of checks have also been received. Mr. Grover noted he will send a letter out to the depositories who submitted proposals in response to the RFP advising them of the Board's decision.

6. Executive Director Search Committee status

Mr. Hudson reported the job advertisement has been published in the Patriot-News and will run through September 6. The dates the ad will be published in the Patriot-News are August 16, 18, 20, 23, 27, 30 and September 6. Mr. Hudson will circulate a copy of the ad to everyone and will also reach out to the local publications such as the Municipal League of Cities, Township Supervisors and as well as others to inquire about advertising in their magazines. Mr. Reddig noted he has not received any resumes through the U.S. Postal Service at this time and that the ad is posted to the DCED website.

Mr. Grover noted he had received an inquiry about whether the Board would be interested in hiring an individual on an interim basis while the Board continues recruitment for a permanent person. The Board discussed this inquiry and decided to revisit this option once the resumes have been received by the September 15, 2015 due date. The Board

also noted there is a good chance they may also contact a Head Hunter to assist with the recruitment.

7. Office Space

Mr. Grover reported the agreement with Pinnacle Health was signed by both parties. Pinnacle Health sent out an email this morning inquiring about a date for occupancy. Pinnacle Health requested to a 3 week advance window to get the office space ready.

ACTION: Mr. Grover or Mr. Singleton will notify Pinnacle Health that the Board will be ready to utilize the office space as of September 15, 2015.

8. Other Business

Ms. Martin-Robert inquired if letters were sent to the applicants who submitted resumes with the first round of interviews for the Executive Director position. Mr. Grover noted letters had not been sent and that he will prepare a letter and circulate it for comment prior to sending the letters out.

Mr. Grover noted the Audit Committee for the City of Harrisburg and the City's independent auditors have been making inquiries about Impact Harrisburg now that the money has been deposited into an account for Impact Harrisburg. Mr. Grover noted that the Board at some point may receive inquiries from the City about Impact Harrisburg to gain a better understanding who and what Impact Harrisburg is, now that the funds have been transferred to an account for Impact Harrisburg. The Strong Plan directed that the funds be held in the City's name under the Receiver's signature until the non-profit was created. The funds would then be transferred to a separate account in the non-profit's name to assist with economic development and infrastructure improvements for the City.

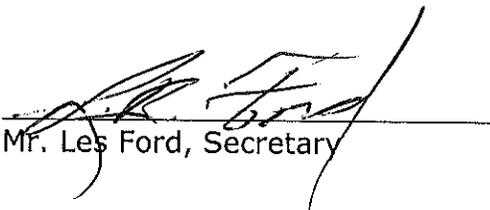
The Chair adjourned the meeting at 2:30 p.m.

Meeting minutes were submitted by Recording Secretary, Anne Morrow.

The next Board meeting will be held on September 8, 2015, at 2 p.m.

Approved this 8th day of September, 2015.


Mr. Neil Grover, Chairman of the Board


Mr. Les Ford, Secretary