

MINUTES
MEETING OF IMPACT HARRISBURG
September 8, 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 (via conference call)
Brittany Brock, Treasurer

Board of Directors Present:

Dale Laninga, Director
Jackie Parker, Director
Karl Singleton, Director

Others Present:

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

Absent:

Brian Hudson, Sr., Director
Gloria Martin-Roberts, Director

Mr. Grover called the meeting to order at 2:11 p.m. All Board Directors were present except Mr. Hudson and Ms. Martin-Roberts.

1. Minutes of the August 25, 2015 meeting

It was moved by Mr. Laninga and seconded by Mr. Hill that:

“The minutes from the Impact Harrisburg Board of Directors meeting of August 25, 2015 be adopted as printed.”

MOTION CARRIED UNANIMOUSLY

Mr. Grover noted to amend the minutes of the July 23rd meeting which stated McKonly & Asbury is the accountant for the City of Harrisburg; however, Maher Duessel is the auditor for the City of Harrisburg.

2. Investment Policy

This item is tabled until the next Board meeting.

3. Accountant

Mr. Grover noted he was contacted by Maher Duessel who showed interest in the accountant position and requested to be added to the list of accountants for consideration by the Board. The list of accountants was updated below to include Maher Duessel.

- 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. Tracey Rash, Maher Duessel, Harrisburg
- v. Jim P. Shellenberger, Sr., McKonly & Asbury, Camp Hill
- vi. Dan C. Miller, Miller Dixon Drake, Harrisburg
- vii. Nick Greyschok, SF & Company, Wormleysburg
- viii. Jon Culp, Smoker Smith & Associates, Hershey

Mr. Grover disclosed that Maher Duessel is the auditor for the City of Harrisburg and has been for the past 4-5 years. They are also the auditor for the Harrisburg Authority, Harrisburg Parking Authority and other local government units connected to the City of Harrisburg.

Ms. Brock noted that both accounting and auditing services will be needed. She is working on a request for proposal letter that will be sent to the above firms and will circulate it to the Board prior to its issuance.

4. Board Insurance

Ms. Brock noted she only needs to obtain the Chair's signature to finalize the paperwork for Board insurance, which she will obtain after today's meeting. Ms. Brock noted Board insurance will be effective as of August 17, 2015.

5. Depository

Mr. Grover noted he is working on a letter to the depositories who submitted proposals and noted payment will be made to McNees Wallace and Nurick once Board insurance is in place. It was reported by the Chair and Treasurer that no other invoices have been received.

There was also discussion on the allocation of Impact Harrisburg's funds now that they have been transferred and are in an account at Fulton Bank. It was suggested that a portion be set aside for operations over the next 15 months and the allocation to the City for the Comprehensive Plan and the balance be invested in a 2 money market accounts to maintain the integrity of the 2 uses of funds.

It was moved by Mr. Hill and seconded by Mr. Laninga that:

"The Treasurer be authorized to split the difference, less \$250,000 that will stay in an Operating Account, between the 2 money market accounts for Economic Development and Infrastructure Improvements."

MOTION CARRIED UNANIMOUSLY

6. Executive Director Search Committee status

Mr. Grover reiterated the closing date to receive applications for the Executive Director position is September 15, 2015. Mr. Reddig noted, to date, no hard copies had been received; however, several applications have been received through the Gmail account. A list of applicants will be circulated to the Board after the September 15, 2015 due date.

ACTION: Mr. Grover will circulate a letter to the applicants who applied for the Executive Director position in July of the Board's decision.

7. Office Space

Mr. Grover reported he and Mr. Singleton will coordinate with Pinnacle Health to make sure everything is in place for the Board to begin using the office space and conference room on September 15. They will notify the Board if the meeting can be held at that location by the end of the week.

8. Other Business

Mr. Grover recommended the Board reschedule their Board meetings to be the week opposite of City Council meetings.

It was moved by Mr. Hill and seconded by Mr. Laninga that:

"The Board reschedule their meetings to be held on the 1st and 3rd Tuesday of each month, beginning September 15, 2015."

MOTION CARRIED UNANIMOUSLY

The Chair adjourned the meeting at 2:31 p.m.

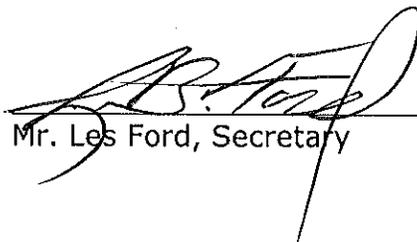
Meeting minutes were submitted by Recording Secretary, Anne Morrow.

The next Board meeting will be held on September 15, 2015, at 2 p.m. in the conference room at Pinnacle Health on Third Street, Harrisburg.

Approved this 15th day of September, 2015.



Mr. Neil Grover, Chairman of the Board



Mr. Les Ford, Secretary