

MINUTES
MEETING OF IMPACT HARRISBURG
October 20, 2015, 2 P.M.
Pinnacle Health, Polyclinic Campus
2501 North Third Street, Harrisburg

Officers of the Board Present:

Neil Grover, Chair (via conference call)
Les Ford, Secretary (via conference call)
Brittany Brock, Treasurer

Board of Directors Present:

Dale Laninga, Director
Gloria Martin-Roberts, Director
Jackie Parker, Director
Karl Singleton, Director

Others Present:

Fred Reddig, Coordinator for the City of Harrisburg (via conference call)
Anne Morrow, Recording Secretary

Board of Directors Absent:

Doug Hill, Vice-Chair
Brian Hudson, Sr., Director

Mr. Grover notified the Board he would be a little late getting to the meeting. Ms. Martin-Roberts called the meeting to order at 2:26 p.m.

1. Minutes of the October 6, 2015 meeting

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

“The minutes from the Impact Harrisburg Board of Directors meeting of October 6, 2015 be adopted as printed.”

MOTION CARRIED UNANIMOUSLY

2. Investment Policy

Ms. Brock reported the Investment Policy changes that were discussed and approved at the last Board meeting have been incorporated into the policy. A Letter of Interest for firms to serve as Investment Manager was also circulated at the last Board meeting and Ms. Brock will now send it to the following 3 firms - Morgan Stanley, Wilmington Trust and StoneRidge Investment Partners, LLC.

Mr. Singleton noted StoneRidge Investment Partners, LLC was a recommendation that was based on his relationship within the Harrisburg Regional Diversity Coalition.

3. Executive Director Search Committee status

Ms. Martin-Roberts reported Ms. Morrow circulated a list of dates and times for the 6 potential candidates to be interviewed. Four candidates confirmed their interview appointments for October 26th, starting at 3 p.m.; however, the 2 candidates that were scheduled for October 28th are unable to attend at that time. The Board agreed to reschedule their interviews for November 9th.

It was noted that Ms. Morrow sent letters via email to the candidates who submitted a resume but were not selected for the Executive Director position.

4. Board Insurance

Ms. Brock reported the application for a Fidelity Bond was completed. Ms. Brock noted she also received from Mr. Enders the Board's insurance policies for General Liability and Commercial coverage and for the Director's and Officer's coverage. The annual premium for the General Liability and Commercial coverage is \$675 and the D&O coverage with Employment Practices Liability is \$1,570. Ms. Brock noted she is waiting to get the cost on the Fidelity coverage from Mr. Enders, which she felt would be minimal.

5. Accountant/Audit Services

Ms. Brock reported she will mail the letters out tomorrow for the accounting and audit services that were approved by the Director's at the last Board meeting. The Board will invite the accounting/audit firms to the November 17th and/or December 3rd Board meetings to hear their presentations.

6. Treasurer's Report

Ms. Brock reported she has not received any new statements or invoices at this time.

Ms. Brock asked Mr. Grover if he was able to set up a PO Box. Mr. Grover noted he did attempt to open a PO Box but was asked for additional information on the non-profit. He will gather the appropriate documents required for opening a PO Box and will make a second attempt in the near future.

Ms. Brock noted she was unable to locate the initial checks that were mailed to the Pinnacle Health office location and has requested that Fulton Bank cancel the checks. Ms. Brock also noted she and Mr. Grover will need to close the initial checking account due to the incorrect address on the checks, open another checking account and have new checks ordered. The address that was initially provided by Pinnacle Health on the Lease agreement was incorrect. Pinnacle Health has now confirmed the correct address at the Polyclinic Campus and a new Lease agreement has been forwarded for execution by the Chair. Ms. Brock and Mr. Grover will coordinate their schedules so action can be taken to open a new checking account over the next week.

7. Office Space

Mr. Singleton reported he received the revised Lease agreement from Pinnacle Health yesterday, which now notes the Lessee as Impact Harrisburg, not the City of Harrisburg, and has the correct address of 2501 North Third Street, Harrisburg on the Lease agreement.

Mr. Singleton noted the Lease agreement also has a notation that states "Pinnacle Health will not be liable for any casualty losses in the space and will not be liable for inability to use the space due to fire or other casualty."

The office will be available for occupancy on November 13, 2015.

Other Business

Mr. Grover will work on creating the letters to the depositories who submitted a response to the depository RFP.

Ms. Morrow noted she was in contact with Mr. Antonacci to have the Bylaws amended to reflect the fiscal year-end as July through June of each year. Mr. Antonacci has made this change to the Bylaw and noted when a CPA firm is hired by the Board an IRS Form 990 will need to be filed with the phrase "Accounting Period Change" typed on top. The next accounting/tax period will be October 7, 2015 through June 30, 2016.

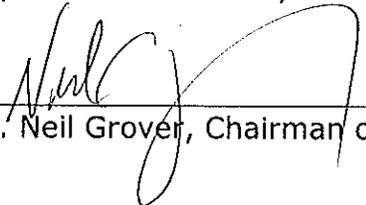
Ms. Martin-Roberts adjourned the meeting at 2:46 p.m.

Meeting minutes were submitted by Recording Secretary, Anne Morrow.

The Board decided to cancel the meeting for November 3, 2015 due to Election Day.

The next Board meeting will be on November 17, 2015, at 2 p.m. at the Pinnacle Health, Polyclinic Campus, 2501 North Third Street, Harrisburg, PA.

Approved this 17th day of November, 2015.



Mr. Neil Grover, Chairman of the Board



Mr. Les Ford, Secretary