

MINUTES
MEETING OF IMPACT HARRISBURG
May 16, 2017, 10:30 a.m.
Pennsylvania Housing Finance Agency
211 North Front Street, Harrisburg

Officers of the Board Present:

Neil Grover, Chair
Brian Hudson, Secretary
Doug Hill, Vice-Chair

Board of Directors Present:

Dale Laninga, Director
Russ Montgomery, Director
Jackie Parker, Director
Karl Singleton, Director (via conference call)

Others Present:

Sheila Dow-Ford, Executive Director
Anne Morrow, Recording Secretary

Officers and Board of Directors Absent:

Brittany Brock, Treasurer
Gloria Martin-Roberts, Director

The Chair called the meeting to order at 10:57 a.m.

1. Regular Meeting Minutes of May 2, 2017

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

“The minutes from Impact Harrisburg’s Board of Directors regular meeting of May 2, 2017, be approved as printed.”

MOTION CARRIED UNANIMOUSLY

2. Treasurer’s Report

No report presented.

3. Executive Director Report

Executive Director Dow-Ford reported the invoice reimbursement policy and template are being finalized with revisions being incorporated. The Executive Director would like to begin receiving reimbursement submissions by the beginning of June.

The Chair recommended to the Executive Director that she:

1. Work with Ms. Brock from the Finance Committee to finalize the invoice reimbursement policy.
2. Work with the Compliance Manager to finalize the invoice reimbursement template.
3. Send the final documents electronically to the Board by the end of this week.
4. Board will have a 24 hour window to make a Motion electronically to adopt the invoice reimbursement policy and template.
5. Once the policy has been adopted by the Board, Executive Director Dow-Ford will provide the invoice reimbursement policy and template to the Compliance Manager for distribution to Grantees along with the compliance guidelines.

The Salvation Army provided a revised Sources & Uses table for their project. A review of this document will be completed by the Compliance Manager and Executive Director with an update provided to the Board at the next Board meeting on June 6.

Camp Curtin YMCA advised they may need to make some modifications to their Grantee contract budget due to a recent discovery of a structural impediment to their building. The Executive Director instructed Camp Curtin YMCA to provide additional documentation along with a revised budget for the cost of repairing the wall. Consideration will be given to the repairs that are needed with the possibility of awarding them an additional \$10,000.

A group meeting between the City and Capital Region Water is scheduled for this afternoon to further discuss the Multi-Modal project and the playground project.

The Grantee contract for Community First Fund is being finalized and will be presented to the Finance Committee for review. A recommendation from the Finance Committee on the Grantee contract for Community First Fund will then be proposed to the Board for final approval and distribution for execution to Community First Fund.

IMPACT HARRISBURG GRANT AWARDS

Grantee Name	Dollar Amount	Date of Executed Contracts from Grantee	Date of Fully Executed Contracts
City of Harrisburg Microsoft Office 365	\$250,000.00		
Infrastructure Contingency Grant TOTAL:	\$250,000.00		
Capital Region Water Multi-Modal Collaborative Facility	\$2,743,645.25		
City of Harrisburg Multi-Modal Collaborative Facility	\$2,743,645.25		
Infrastructure Improvement Grants TOTAL:	\$5,487,290.50		
Community First Fund	\$350,000.00		
East Shore YMCA	\$138,592.00	4/11/2017	5/2/2017
Gamut Theatre	\$250,000.00		
Tri-County Community Action Commission	\$204,759.00	3/31/2017	3/31/2017
Tri-County Housing Development Corporation	\$350,000.00		
Community Building Grants TOTAL:	\$1,293,351.00		

Grantee Name	Dollar Amount	Date of Executed Contracts from Grantee	Date of Fully Executed Contracts
City of Harrisburg, Playground Resurfacing	\$250,000.00		
Harrisburg Redevelopment Authority	\$500,000.00	4/27/2017	5/2/2017
Harrisburg River Rescue	\$81,369.00	1/26/2017	4/4/2017
Paxton Street Home Benevolent Society	\$100,000.00	2/2/2017	2/14/2017
Salvation Army	\$500,000.00	12/5/2016	4/4/2017
TLC Construction and Renovations	\$500,000.00	12/14/2016	4/4/2017
Webpage FX, Inc.	\$500,000.00	3/28/2017	4/4/2017
YMCA-Camp Curtin	*\$250,000.00		
Large Economic Development Grants TOTAL:	\$2,431,369.00		

*YMCA Camp Curtin amount has been adjusted based on a review of the application by the Executive Director.

4. Other Business

Looking to the future after grants have been disbursed, Mr. Montgomery asked the Board to begin envisioning what the future may hold for Impact Harrisburg. Mr. Montgomery and Executive Director Dow-Ford met with Della Clark, a dynamic entrepreneur in the Philadelphia area, to gather concepts and insights for the future of Impact Harrisburg. Each Director brings their own unique interlocking skills and passion to the table, with a deep desire to assist the City of Harrisburg with economic development and infrastructure activities. Executive Director Dow-Ford noted this type of conversation needs to continue so this Board and others keep moving forward to make the most impact in and for the City of Harrisburg.

There being no further discussion, the Chair adjourned the meeting at noon.

Meeting minutes were submitted by Recording Secretary, Anne Morrow.

The next Board meeting is scheduled for June 6, 2017 at 10:30 a.m. at the Pennsylvania Housing Finance Agency, 211 North Front Street, Harrisburg, PA.

Approved this 6th day of June, 2017.



 Mr. Neil Grover, Chair



~~Mr. Brian Hudson, Secretary~~
 MS. Shila Daw-Ford

