

**MINUTES**  
IMPACT HARRISBURG  
August 20, 2019, 10:30 a.m.  
Pennsylvania Housing Finance Agency  
211 North Front Street, Harrisburg

Officers of the Board Present:

Neil Grover, Chair  
Doug Hill, Vice-Chair, and Interim Treasurer  
Brian Hudson, Recording Secretary  
Gloria Martin Roberts, Second Vice-Chair

Board of Directors Present:

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

Others Present:

Sheila Dow-Ford, Executive Director  
Larry Segal, Impact Pennsylvania Strategies, Compliance Consultant  
Marita Kelley, Coordinator for the City of Harrisburg

Officers and Directors of the Board Absent and Excused:

Russ Montgomery, Director

The Chair called the meeting to order at approximately 10:40 a.m.

**1. Executive Meeting of June 18, 2019**

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

**"The minutes from Impact Harrisburg Board of Directors executive session meeting of June 18, 2019, be approved as printed."**

**MOTION CARRIED UNANIMOUSLY**

**2. Regular Board Meeting of June 18, 2019**

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

**"The minutes from the Impact Harrisburg Board of Directors regular meeting of June 18, 2019, be approved as printed."**

**MOTION CARRIED UNANIMOUSLY**

### **3. Interim Treasurer Report**

Interim Treasurer Hill reported the bank statements with Fulton Bank and Wilmington Bank were reviewed and are in good order.

Interim Treasurer Hill recommended a motion to approve the following invoice/ draw requests:

- 1. MOTION: Harrisburg Redevelopment Authority: Motion to approve the draw request of the HARRISBURG REDEVELOPMENT AUTHORITY in the amount of \$58,26846.**

**MOTION CARRIED UNANIMOUSLY**

- 2. MOTION: Capital Region Water/City of Harrisburg Parks and Playground Project: Motion to approve the draw request in the amount of \$113,220.00.**

**MOTION CARRIED. ONE ABSTENTION (K. Singleton)**

- 3. MOTION: EAST SHORE Y.M.C.A.: Motion to approve the draw request in the amount of \$54,666.00.**

**MOTION WITHDRAWN AFTER DISCUSSION**

**Further Discussion of the East Shore Y.M.C.A. draw request:** The board's decision to withdraw the draw request submitted on behalf of the East Shore Y.M.C.A. was made based upon a determination that while certain projects identified in the draw request submitted met the standards for capital projects under Impact Harrisburg criteria, other projects identified required modification or replacement in order to be deemed eligible projects under Impact Harrisburg grant guidelines. The board determined that the best course of action was to extend an invitation to the ESYMCA to attend the September board meeting and discuss the projects with the directors.

**"MOTION: To extend an invitation to the East Shore Y.M.C.A. to attend the September 17,2019 meeting of the Impact Harrisburg Board of Directors."**

**MOTION CARRIED UNANIMOUSLY**

The Interim Treasurer confirmed his instruction to Wilmington Trust regarding the Investment Portfolio. Interim Treasurer Hill instructed Wilmington Trust to stay the course with the investments for now until the Board decides on its future. The portfolio investment documents were circulated among board members for review and discussion.

#### **4 , Finance Committee Report**

The committee reported out on the discussion occurring at the August 13, 2019 meeting of the Finance Committee. Essentially, the Impact Harrisburg board must continue to engage in the discussion, and ultimately make the decision, of whether the organization will continue to operate into the future, and, if so, in what form. This discussion is timely given the successful completion of many of the grants provided under the first (and, thus far, only) round of funding, and the continuous drawdown of funding.

There was robust discussion among board members around the options available to the board moving forward.

Among the options discussed: continuing as a grant-making organization, that would generate funds through solicitations to major donors, which would then be distributed to local projects meeting Impact Harrisburg criteria. The discussion around this option included concerns that the organization has not been structured as a fundraising entity, and that to effectively deploy this strategy it is estimated the organization would need to raise around \$5-to- \$6 million annually, to increase staff and build a more robust administrative infrastructure. These factors were balanced against the acknowledgment that Impact Harrisburg grants are unique in that they address long-neglected needs within the larger Harrisburg community that has traditionally been underserved by existing foundations.

There was discussion around having a second round that distributes remaining funding to a small cohort of grantees, such as the city and CRW, under the parameters already set forth under Impact Harrisburg Program Requirements.

There was discussion around having a second round of grant funding, which might entail providing smaller grants or loans to smaller businesses, including start-ups, within the City, in order to address continuing unmet needs around funding that fall outside the more structured funding parameters of lenders such as Community First Fund.

Chairman Grover will reach out to board members for the purpose of establishing an interim meeting in advance of the September meeting to further discuss these matters.

## **5. Executive Director Report**

It was noted that the grantees continue to move forward with their projects, with ample Impact Harrisburg oversight, as demonstrated by draw requests by the Grantees which were approved for payment under the report of the interim treasurer.

The following are considerations requested by the Grantees:

- Compliance consultant, Mr. Segal, will continue to work with the East Shore YMCA on the best manner in which to utilize their remaining funds in preparation for discussion at the September board meeting.
- The Salvation Army is expected to submit a draw request in September or October. With a pending opening date in September, Salvation Army inquired if Impact Harrisburg would hold their grant funding until a grant agreement is received from the Dept. of Budget.
  - The Board reaffirmed that the loan for the building would be an acceptable match.
- The City of Harrisburg continues to track DBE participation for the Multi-Modal project. Director Gloria Martin-Roberts and Executive Director Dow-Ford reinforced the Board's request for continued and proactive DBE tracking in an early August meeting with Marc Wooley, City of Harrisburg Business Administrator; Tiffany Baldock, Deputy City Solicitor; Wayne S. Martin, City Engineer; and, Councilman Westburn Majors. The city representatives agreed to put in writing to Impact Harrisburg the current status of M/DBE participation on the multimodal project. At the time of the board meeting no update had been received.
- Regular updates on the DBE participation on the upcoming Phase II and III pre-bids were also requested.

**Harrisburg Business Opportunity Fund:** Executive Director Dow-Ford circulated the updated Harrisburg Business Opportunity Fund (HBOF) report. It was noted that Community First Fund has complied with the terms and conditions set forth in the grant agreement between and among Impact Harrisburg, Commonwealth Cornerstone Group and Community First Fund. Board Directors Parker and Singleton continued to voice concerns around providing business education and financial literacy training for residents, and opening opportunities to provide funding opportunities to a broader demographic of the city.

The board discussed how to move forward with the HBOF and the prospect of creating a new loan or grant fund administered by and/or through the Board. Director Hudson noted that the Commonwealth Cornerstone Group, already a partner in HBOF, is in a position to replace the Impact Harrisburg grant of \$350,000 with its own funding- essentially replacing the Impact Harrisburg dollars with those of the Commonwealth Cornerstone Group. Doing so will allow the HBOF to continue, while also freeing up \$350,000 in Impact Harrisburg funds to be used for an alternative grant or loan program that more directly impacts those low-income and minority borrowers currently underserved by programs in place, and thus reach a larger segment of the Harrisburg entrepreneurial community. Director Hudson will contact Dan Bentancourt, Chief Executive Officer of Community First Fund, to discuss this possibility, and thereafter report back to the board at its next meeting.

**Report to the Community:** This comprehensive report is forthcoming from the Executive Director, summarizing the work of Impact Harrisburg to-date.

## **6. Other Business**

A Finance Committee meeting was noted, as scheduled for Tuesday, September 10, 2019 at 2:00 p.m., at the Pennsylvania Housing Finance Agency, 211 North Front Street, Harrisburg, PA.

There being no further business to discuss, the Chair adjourned the meeting at 1:13 p.m.

Meeting minutes were written by the Executive Director, Sheila Dow Ford.

The next Board meeting is scheduled for Tuesday, September 17, 2019 at 10:30 a.m. at the Pennsylvania Housing Finance Agency, 211 North Front Street, Harrisburg, PA.

Approved this 17<sup>th</sup> day of September 2019.

  
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Mr. Neil Grover, Chair

  
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Mr. Brian Hudson, Secretary  
Gloria Martin-Roberts  
Second Vice-Chair