

**IMPACT HARRISBURG  
MINUTES**

(reflecting the Board Meeting of Tuesday, September 17, 2019)

October 14, 2019, Noon

Pennsylvania Housing Finance Agency  
211 North Front Street, Harrisburg

**Officers of the Board Present:**

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

**Board of Directors Present:**

Dale Laninga, Director  
Russ Montgomery, Director  
Jacquelyn Parker, Director  
Karl Singleton, Director

**Others Present:**

Sheila Dow Ford, Executive Director  
Larry Segal, Impact PA Strategies, Compliance Consultant  
Marita Kelley, Coordinator for the City of Harrisburg  
Anne Weaver Morrow, Commonwealth of Pennsylvania  
Michelle Buskey and Lisa Ritter, MaherDussel, Auditors  
Rich Curl and Chad Krebs, East Shore YMCA

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

**1. Regular Board Minutes of August 20, 2019**

It was moved and seconded by Dale Laninga and Gloria Martin Roberts that:

**“The minutes from the Impact Harrisburg Board Meeting of August 20, 2019 be approved as printed. “**

**MOTION CARRIED UNANIMOUSLY**

**2. Introduction of Guests, MaherDuessel**

The auditors explained that the audit would begin the latter part of September. They indicated that they had an expectation that the process would be efficient, given the recency of the previous audit. They will work with the Executive Director and the Interim Treasurer in obtaining and reviewing the pertinent information.

**3. Interim Treasurer Report**

Interim Treasurer Doug Hill reported there is approximately \$25,000 in the Fulton Bank account, which means a transfer from the Wilmington Trust investment account is on the near horizon, given a few upcoming draw requests from the Salvation Army and the Multimodal Project, Phase I. He will keep the board apprised of any such necessity to move money out of investments and into the Fulton Account.

Mr. Hill recommended a motion to approve the draw requests discussed and moved forward for approval at the Finance Committee:

**4. Introduction of Guests: East Shore Y.M.C.A.**

Rich Curl and Chad Krebs discussed the request to use the remainder of the grant on a few capital projects which although not anticipated under the initial application, are items that require immediate attention. This includes the demolition of, and construction of a new, brick barrier/fence on the Second Street side of the headquarters. They will work with us to prepare the necessary documentation that will be required for approval of the project.

**5. Executive Director Report**

The Executive Director and Compliance Consultant issued a joint report on the progress of the grantees in moving forward with their projects and thereby drawing down on the remaining funds. They reported that they will work with the ESYMCA to develop the capital project plan for which the grantee's remaining funds will be directed. They will provide an update and seek project approval at the next board meeting. They continue to work with the Salvation Army to obtain the relevant documentation that will enable the draw down, which is expected for the full grant amount.

The Executive Director circulated the first draft of the "Report to the Community" outlining the work of Impact Harrisburg since its start. The report is expected to be ready for publication in November 2019.

**6. Harrisburg Business Opportunity Fund**

**Motion: "To approve the return of the initial Impact Harrisburg \$350,000 investment into the Harrisburg Business Opportunity Fund." Moved by B. Hudson, Second by R. Montgomery** **Approved Unanimously**

Brian Hudson reported that he has spoken with Dan Bettencourt, and received assent to the transfer of the Impact Harrisburg \$350,000 investment out of the HBOF, and the subsequent transfer of the same amount, made by the of the Commonwealth Cornerstone Group. Mr. Hudson reported the transfer into the Fund has occurred. Additional discussion ensued around the potential for Impact Harrisburg to use the remitted \$350,000 and perhaps additional reserves to establish a grant or loan program for new entrants into the Harrisburg business marketplace or existing participants in need of additional capital, but whose circumstances preclude utilizing more traditional venues for funding, such as banks. The board agreed to explore this prospect more fully at its retreat and subsequent meetings. There was a stated desire to ensure that any such program include a mandatory financial education model.

**7. Board Retreat**

The Executive Director indicated she is working with board members to find an acceptable date for the board retreat, which it was decided was the appropriate manner for engaging while deciding the future of Impact Harrisburg. It was the consensus of the board to use Keith Ellison to facilitate the next session, given his experience with the board, having led the May 2019 initial board retreat.

**8. Resolution honoring Anne Weaver Morrow for her service**

The board voted by unanimous consent to approve the resolution honoring Anne Weaver Morrow, who has served as the Recording Secretary for the board since its inception, and who also served in various capacities to assist in organizing and maintaining the organization.

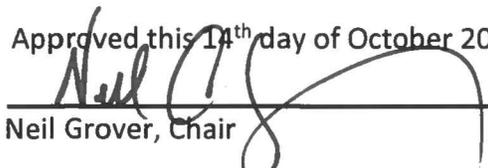
**9. Other Business:**

The board completed and returned Financial Disclosures.

There being no further business the board chair adjourned the meeting at 12 Noon. The next meeting is scheduled for Tuesday, October 15, 2019.

Meeting minutes were prepared by Sheila Dow Ford, Executive Director.

Approved this 14<sup>th</sup> day of October 2019

  
Neil Grover, Chair

  
Brian Hudson, Secretary