



## Meeting Minutes for July 6, 2016

Attending: Board members Greg Cole, John DeFinnis, Trevor Finn, Harold Hurst, Teri MacBride, Al Neuner, Chris Young, and Executive Director Jess Runkle.

Absent: Lance Diehl, Susan McGarry, Matt Prosseda, David Soltz and Solicitor Karen Hackman.

The meeting was held at 114 Woodbine Lane, Suite 103, Danville and called to order by Chairman John DeFinnis at 8:06 AM. The chair welcomed everyone and recognized the guests in attendance, Fred Gaffney and Bob Snyder.

### Minutes:

*The minutes of June 1, 2016 were approved without correction by motion of Teri and seconded by Harold. Motion carried.*

### Treasurer's Report & Budget:

The Treasurer's report through May 31, 2016 was distributed and reviewed. The report shows receipts and expenditures with an available balance of \$132,470.19. The billing for 2016/17 funds will be discussed at the next Internal Affairs Committee meeting.

*A motion to approve the Treasurer's report as presented was made by Trevor and seconded by Greg. Motion carried.*

### Executive Director's Report:

Jess reviewed her monthly report. She's been out, making introductions, and new connections. She attended the PDC Economic Vitality Conference in Allentown where she learned more about creative partnerships, funding opportunities, additional leadership skills, and website/social media best practices for EDOs. She has responded to three requests for information [RFI's] recently. Teri asked if Jess noticed any trends or information deficiencies based on what was being sought in the RFI's. Jess said that she sees a majority of site selectors looking for existing large buildings, large vacant land parcels where their clients could "build to suit", and many requests seeking rail service access. Teri then asked if there was a way to target intermediaries/businesses/industries to better match the inventory currently available in the area. Discussion of available properties followed.

Internal Affairs: Did not meet the month of July because Jess was out of town on her honeymoon. The next meeting is scheduled for Friday, July 22<sup>nd</sup> at 8AM.

External Affairs: Did not meet the month of July because Jess was out of town on her honeymoon. The group has been corresponding via email about website content and signage. Next meeting is TBD.



**Meeting Minutes for July 6, 2016**

**Adjournment:**

The next meeting will be held on Wednesday, August 3rd at 8 AM, at the same location.

The meeting adjourned at 9:00 AM.

Submitted by Teri MacBride, Secretary.