

**DRIVE Board Meeting Minutes**  
**October 4, 2017**

**Members Present:** Greg Cole, Dr. John DeFinnis, Lance Diehl, Trevor Finn, Harold Hurst, Susan McGarry, Jennifer Wakeman (Executive Director), Chris Young. **Absent:** Al Neuner, Matt Prosseda

**Guests Present:** Bob Snyder; Dan Knorr; Karen Blackledge

The meeting was held at 17 Woodbine Lane, Suite 103, Danville and called to order by Dr. John DeFinnis, board chairman, at 8:04 a.m. A moment of silence was held to remember those lost in the Las Vegas massacre.

**Minutes:** The minutes from September 6, 2017 were accepted without correction. *Motion by Chris Young and seconded by Trevor Finn. Motion carried.*

**Treasurer's Report:**

Jennifer presented the treasurer's report in Matt's absence. The Balance Sheet dated Sept. 29 shows total assets of \$328,701.65. DRIVE received a \$1,000 donation from GTI, unsolicited. The only outstanding payment for contributions is now MCIDA (\$3,000) – Bob will remind them of that commitment. The insurance premium for three years was paid in September. DRIVE salaries will be billed later this month, as these are done quarterly. *A motion to approve the Treasurer's report was made by Harold Hurst, seconded by Lance Diehl. Motion carried.*

**Board President's Report:**

Dr. Definnis shared that the executive committee will work on an evaluation process for the executive director. He noted that today's speaker from LCCC cancelled, and he will attempt to reschedule or find someone else from LCCC to come speak.

**Executive Director Report:** Jennifer presented a report on activities in September, including the following (full report available):

- GTI (the medical marijuana company) held a very successful town hall meeting and job fair. They are beginning construction work/renovations soon and must be operational before the end of the year.
- Assisted USG, Washingtonville, with their application for a Rail Freight Assistance Program grant. The company is also hosting a tour today, and is expanding.
- The PREP Funding guidelines have been released and are being reviewed. The amount looks to be about the same as last year. This year DRIVE will be managing all of the PREP funds for Columbia and Montour counties.
- Attended two worthwhile conferences in the past month – NEARS in Pittsburgh and Next Generation Sector Partnership in State College. Learned about a unique economic development model, got some new leads, and made some new contacts.
- Worked on, and soon completing, the facilities project for Montour County.

**New Business:**

Chris reported on the recent decision by the Columbia County Alliance for Economic Growth to move toward coming under the DRIVE umbrella. The initial motion was to dissolve; however it was then amended to engage the GDAIDC in a conversation about bringing both groups under DRIVE. Trevor noted that DRIVE was formed to be a clearinghouse for regional economic development. Susan noted that the move will reduce duplication. GDAIDC will take up the matter at their board meeting October 12.

**Executive Session:**

At 8: 20 a.m. Dr. DeFinnis called for an executive session to review a real estate proposal that is under consideration.

At 8:45 a.m. the board returned from executive session. *A motion was made by Trevor Finn to give the chair permission to follow up on Project A and assign a subcommittee to continue to work on the project. Seconded by Chris Young. Motion carried unanimously.*

At 8:55 Chris Young left for another meeting.

**Old Business:**

Dan Knorr, who has been representing BU president Bashar Hanna at DRIVE meetings, said Dr. Hanna's schedule will not allow him to attend regularly. He suggested either appointing himself as the board member to represent the university, or allow him to fill in for the president several times a year. *Trevor Finn made a motion, seconded by Harold Hurst, to recommend appointment of Dan Knorr to the DRIVE board, pending approval from the Columbia County Commissioners. Motion was unanimously approved.*

A second board position needs to be filled, this one for Montour County, due to the departure of Terry MacBride. One name brought forward was Denny Hummer, a Riverside resident and employee of the Bucknell University Small Business Development Center. After some discussion of Mr. Hummer's qualifications, *Harold Hurst made a motion to approach Denny Hummer about joining the DRIVE board, pending approval from Montour County Commissioners. Greg Cole seconded. Motion was unanimously approved.*

Meeting adjourned at 9:20 a.m.

**Next Meeting:** The DRIVE board meets again on November 1 at 8 a.m.

Minutes compiled by Deirdre Galvin, DRIVE Administrative Assistant – [info@driveindustry.com](mailto:info@driveindustry.com)