

MEMBERS PRESENT: Dr. John DeFinnis, Harold Hurst, Al Neuner, Denny Hummer (call-in), Trevor Finn, Dean Girton, Lance Diehl, Greg Cole, Susan McGarry, Dan Knorr, Jennifer Wakeman (Executive Director)

MEMBERS ABSENT: Chris Young

GUESTS PRESENT: Karen Blackledge, Bob Snyder, Aidan McDonald (Intern)

The meeting was called to order by Dr. John DeFinnis at 8:31 a.m.

MINUTES:

- November 7th Regular Board Meeting: Motion by Dean Girton to accept the October 3rd minutes without correction. Susan McGarry seconded the motion; carried unanimously.

TREASURER'S REPORT

Dan Knorr presented the Treasurer's Report. He presented the separate profit & loss report for the Railroad Street property and pointed out that the Railroad Street project and broadband project have been separated in DRIVE's financials to better track their status. He noted expenses incurred relating to ongoing brush clearing efforts on the Railroad Street property.

Dan then discussed the 2019 budget. Dan stated the contributions from GDAIDC and the Alliance were included in the 2019 budget, representing the final year of funding commitment from those organizations. The Budget includes increased employee costs due to additional salary and benefits expenditures relating to the office and project manager, Tim Hippensteel. The budget for 2019 projects sales and lease income from the Railroad Street property relating to the storeroom and plate shop. Dan said the finance committee will meet in early 2019 to discuss asset management strategies.

Motion to approve the 2019 Budget was made by Dean Girton. Lance Diehl seconded the motion; carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Jennifer Wakeman noted the following activities in the past month:

DRIVE and Geisinger issued a joint press release announcing the broadband project and received a positive response from the media and community.

DRIVE staff conducted multiple meetings with ISPs interested in serving customers using the DRIVE broadband network. DRIVE will be following up with these individuals in the next month.

DRIVE staff continues to draft numerous contracts relating to the broadband project.

Project Gingersnap is progressing and the company toured a site in Columbia County that would create 50-75 jobs.

A new prospect is looking at sites along the I-80 corridor in our region.

A Wisconsin based company is looking at a site in Union County.

Office/project manager Tim Hippensteel attended the Basic Economic Development Course offered by IEDC in Lancaster, PA.

COMMITTEE REPORTS

Executive Committee:

The executive committee met to discuss the budget and annual meeting, as well as the board evaluation of Executive Director Jennifer Wakeman as well as its self-evaluation. Denny Hummer is creating a digital version of the evaluation forms to be sent out in the near future so the board members can fill them out at their convenience. The executive committee asks for 100 percent board participation.

OLD BUSINESS

Project Lodestone

The board discussed the potential purchase of a property in Columbia County for redevelopment.

Motion to approve the Sales Agreement for Project Lodestone contingent on solicitor approval made by Trevor Finn, seconded by Dan Knorr; carried unanimously.

Dan Knorr stated for clarification he has no relation to the seller of the property.

NEW BUSINESS

DRIVE Articles of Agreement

The board discussed the need to update the DRIVE articles of agreement due to the dissolution of the Alliance and GDAIDC. Currently, board members are appointed in part from the membership of those organizations. The board briefly discussed consolidated the executive committee by switching to a combined secretary-treasurer but opted to leave the position split between two individuals. New officers will be voted on at the February annual meeting. DRIVE solicitor Karen Hackman will be drafting an update which the DRIVE board will ratify in early 2019

and send to Columbia and Montour counties for approval.

2019 Meeting Date and Time

In 2019, the regular DRIVE meeting will be scheduled for 8:30 a.m. on the first Wednesday of the month. A closed information session for the board will be held at 8:00 a.m. before each meeting.

At 9:04 a.m. the chair called an Executive Session. The regular session resumed at 9:15 a.m. and the regular meeting was adjourned at 9:15 a.m.

NEXT MEETING: The DRIVE Board meets again on January 2nd, 2019 at 8:30 a.m. at the DRIVE office.

Respectfully Submitted,

Dennis Hummer, Secretary