

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

MEMBERS ABSENT: Greg Cole, Chris Young

GUESTS PRESENT: Bob Snyder, Karen Blackledge, Aidan McDonald (Intern), Tim Hippensteel (Office/Project Manager)

The meeting was called to order by Denny Hummer at 8:32 a.m.

MINUTES:

- October 2 Regular Board Meeting: Motion by Lance Diehl to accept the October 2nd, Al Neuner seconded the motion; carried unanimously.

TREASURER'S REPORT

Dan Knorr presented the Treasurer's Report. The balance on the trust account is still above \$1,000,000.00. On the Railroad Street YTD, he pointed out that we've had around \$100,000.00 of engineering costs this month. It was noted that we received our first reimbursement for the Multimodal project in October. The final bill for the office renovation was also paid.

The money for the sale of the final business park lots is in. That will be split between DRIVE and CCIDA in November.

Motion to approve the Treasurer's Report made by John DeFinnis, seconded by Lance Diehl; carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Jennifer Wakeman presented the Executive Director's report. She highlighted some upcoming events. A Strong Towns even is being held on November 7th from 6:30 p.m. – 8:30 p.m. at the Greenly Center in Bloomsburg, held by the Exchange. On November 14 at 1:00 p.m., a press event is being held by DRIVE and CCIDA at the Columbia County Business Park to mark the sale of the final lots. The CCIDA meeting will follow the event on Sawmill Road. PCN is doing a film project on the Borough of Danville that DRIVE has been asked to be a part of. Jennifer will be filming a segment on Friday, November 8th.

Exterior work on the office building is moving ahead. The painting has already begun, and the bid advertisement for the redesign of the front parking lot has gone out.

DRIVE held an open house on October 17th to celebrate the opening of the new office and DRIVE professional building.

Jennifer and Tim attended an event on Federal Opportunity Zones that was held by Senator Gordner at Monty's at Bloomsburg University. They are currently looking into ways that these FOZs can be utilized in our area.

Jennifer also attended the Pennsylvania Economic Development Association conference in Indian, Pennsylvania in October.

COMMITTEE REPORTS

Executive Committee:

The Executive Committee made the recommendation to extend Aidan McDonald's paid internship through December 31, 2019.

Motion to extend Aidan McDonald's paid internship through December 31, 2019 made by Dean Girton, seconded by Lance Diehl; carried unanimously.

Finance Committee:

Dan Knorr presented the draft 2020 budget from the Finance Committee. He noted on the operating budget, that we are at the end of the five-year commitment from the counties, so we no longer have that income. It was also noted that there was an increase in the marketing budget as to improve efforts in that area in 2020. On the Railroad Street budget, the finance committee expects to see a gain of around \$40,000.00 in 2020. Jennifer noted that the committee has set a goal of receiving \$100,000 in income on the office building. Dan then presented the budget for the wireless broadband project. 2019 had major expenses in relation to building the network, and in 2020, it expected to start generating income. The draft budget shows conservative estimates. On the capital budget, Dan showed that it reflects the revenue from the business park, the sale of the storeroom, and the sale of the plate shop. The committee also budget a \$250,000.00 blanket expense for our next major project. The committee will take suggestions for the board to finalize the budget for vote at the December meeting.

Property Committee:

Project Zenith is in negotiations on the fit-out and lease agreement. The Property Committee recommends authorizing Jennifer Wakeman to move forward with the fit-out and lease agreement after negotiations.

Motion to authorize Jennifer Wakeman to move forward with Project Zenith fit-out and lease agreement made by Harold Hurst, seconded by Trevor Finn; carried unanimously. Denny Hummer abstained.

OLD BUSINESS

Camoin 310 has been chosen as the consultant to create a forward-thinking plan for the region, which DRIVE will be contributing no more than \$10,000.00 to.

Motion to move forward with the Camoin 310 consultation made by John Definnis, seconded by Dean Girton; carried unanimously.

Denny Hummer adjourned the meeting at 9:00 a.m.

NEXT MEETING: The DRIVE Board meets again on December 4th, 2019 at 8:30 a.m. at the DRIVE Office at 418 Railroad Street.

Respectfully Submitted,

Dean Girton, Secretary