

**MEMBERS PRESENT:** Greg Cole, Denny Hummer, Trevor Finn, Harold Hurst, Lance Diehl, Susan McGarry, Chris Young, Jennifer Wakeman (Executive Director)

**MEMBERS ABSENT:** Dr. John DeFinnis, Al Neuner, Dan Knorr

**GUESTS PRESENT:** Bob Snyder, Dean Girton, Karen Blackledge, Bill Risse (Conxx), Timothy Hippensteel (Office/Project Manager), Aidan McDonald (Intern)

The meeting was called to order by Greg Cole at 8:44 a.m.

**MINUTES:**

- May 2 Regular Board Meeting: Motion by Chris Young to accept the May 2 minutes without correction. Harold Hurst seconded the motion; carried unanimously.

**TREASURER'S REPORT**

Jennifer Wakeman presented the Treasurer's report. The Balance Sheet as of May 29 shows assets of \$220,947.70. Jennifer noted the rent received from both leased properties, as well as the PREP reimbursements. She also made note of the payments to the Danville Business Alliance and to Focus Central PA for the second half of the year. She mentioned that at next month's meeting, we would take a closer look at the budget through the first half of the year.

Motion to approve Treasurer's Report was made by Denny Hummer. Harold Hurst seconded the motion; carried unanimously.

**EXECUTIVE DIRECTOR'S REPORT:**

Jennifer Wakeman noted the following activities in the past month:

Jennifer, Tim, and Aidan attended the InnoTek Business Expo on May 8 at the Pine Barn Inn, where we made several new contacts and got DRIVE's name out to many different businesses.

Jennifer met Dee Anderson from Hutchinson Real Estate Services and talked about several new projects, including a potential project for the final lot of the Columbia Alliance Business Park.

A sales agreement has been signed for Project Ladybug, and the due diligence is being done on a property in Columbia County.

## COMMITTEE REPORTS

Property Committee- Jennifer discussed a three month summer lease on the Storeroom at Railroad Street, which began on May 28, 2018 and will go through August 28, 2018. The contract was written up by Karen Hackman's office.

Motion to approve the lease of the Storeroom was made by Lance Diehl. Denny Hummer seconded the motion; carried unanimously.

Nominating Committee- Lance Diehl announced that Dan Knorr has agreed to step in as the DRIVE treasurer though the next Annual Meeting. Regarding Matt Prosseda's replacement to the board, there will be ongoing discussion.

Motion to accept Dan Knorr as DRIVE treasurer was made by Lance Diehl. Harold Hurst seconded the motion; carried unanimously.

## OLD BUSINESS

The status of DRIVE employee's county employee status was discussed. We are currently in talks with Ozark & Shultz accounting to handle payroll and are inquiring about setting up simple IRA's. Jennifer will also be discussing setting up a direct deposit for employees through the bank. The proposed Employee Handbook is also being reviewed by the Executive Committee.

From the Montour County standpoint, Trevor Finn noted that DRIVE's split will be good for both sides.

## NEW BUSINESS

Jennifer has begun to meet with stakeholders regarding funding for Project Entourage.

Denny Hummer suggested that DRIVE form a committee to do research on rural broadband. Trevor Finn said that he would be a part of that committee.

Motion to form the Rural Broadband Committee was made by Lance Diehl. Greg Cole seconded the motion; carried unanimously.

Greg Cole adjourned the meeting at 9:15 a.m.

**NEXT MEETING:** The DRIVE Board meets again on Wednesday, July 11 at 8:30 a.m. at the DRIVE office.

Respectfully Submitted,

Dennis Hummer, Secretary