

DRIVE, An Economic Development Council of Governments

Meeting Minutes for September 7, 2016

Attending: Board members Greg Cole, John DeFinnis, Trevor Finn, Susan McGarry, Matt Prosseda, Teri MacBride, Al Neuner, David Soltz and Chris Young

Excused: Lance Diehl, Harold Hurst and Solicitor Karen Hackman

The meeting was held at 114 Woodbine Lane, Suite 103, Danville and called to order by Chairman John DeFinnis at 8:07 AM. The chair welcomed everyone and recognized the guests in attendance, Fred Gaffney and Rich Ridgeway.

Minutes:

The minutes of August 3, 2016 were amended to reflect that Lance Diehl was present, and the minutes of August 10th were accepted with the notation Lance participated by telephone by motion of Matt and seconded by Trevor. Motion carried.

Treasurer's Report & Budget:

The Treasurer's report through August 31, 2016 was distributed by Matt. The report shows receipts and expenditures with an available balance of \$ 154,428.07. Various new transactions were noted including that Columbia County directed \$50,000 to DRIVE, PPL Electric Utilities is identified as a \$3,000 "Business" contributor and First Keystone Community Bank and First Columbia Bank & Trust Company each contributed \$2,000 under the category "Banks".

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

President's Report:

John asked Susan to report on various matters including Partners for Regional Economic Partnership (PREP). Following discussion, it was agreed DRIVE will participate in the Central PREP group as last year, conducting interviews in both counties and continuing in the shared interview load in Columbia County with BIDA.

Susan is monitoring Jess' email account, having changed the passwords on it, the website and other password-protected accounts.

The old website www.DRIVEIndustry.org will be updated with the job opening and job description. After discussion, it was agreed that since the new website is not fully edited and populated with relevant photos, and should be launched strategically, but might be used as an orientation tool with serious job candidates. *Dave, Susan, Teri and any others interested will meet with the web developer and report back, with the goal of launching the site ASAP but not before the next meeting when all should be given an overview, perhaps by the developer.*

Board members are asked to help recruit applicants by posting on LinkedIn (which is how Jess had learned of the opening). Advertising will be the same as last time (Press Enterprise, Daily Item/Monster.com package, PEDDA, etc. Applications and letters of interest will be due September 30th to a new email SearchDRIVE@gmail.com

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A motion to approve spending up to \$2,000 on advertising and other recruitment costs was made by Al and seconded by Trevor. Motion carried.

John informed the board that the Columbia Montour Partnership has offered to support interim property searches at Windsor Foods, Focus Central PA tours, etc. Greg is picking up the mail and checking for phone messages. He will suspend newspapers including The Daily Item. John said we're in a good place with many organizational fundamentals now in place.

New Business:

Susan initiated a conversation about securing DRIVE data with a backup system. following discussion, it was agreed using DropBox is a good solution, as others use this low-cost service and are satisfied.

A motion to approve spending \$100 to use DropBox was made by Teri and seconded by Trevor. Motion carried.

Adjournment:

The next meeting will be held on Wednesday, October 5th at 8am, at the same location.

A motion to adjourn was made by Matt and seconded by Susan. Motion carried.

The meeting adjourned at 8:58 AM.

Submitted by Teri MacBride, Secretary.