

MEMBERS PRESENT: Greg Cole, Dr. John DeFinnis, Trevor Finn, Harold Hurst, Lance Diehl, Dan Knorr, Susan McGarry, Al Neuner, Chris Young, Jennifer Wakeman (Executive Director)

MEMBERS ABSENT: Denny Hummer

GUESTS PRESENT: Fred Gaffney, Dean Girton, Karen Blackledge, Timothy Hippensteel (Office/Project Manager), Aidan McDonald (Intern)

The meeting was called to order by Dr. John DeFinnis, board chairman, at 8:07 a.m.

MINUTES:

- April 4 Regular Board Meeting: Motion by Harold Hurst to accept the April 4 minutes without correction. Susan McGarry seconded the motion; carried unanimously.

TREASURER'S REPORT

Jennifer Wakeman presented the Treasurer's Report. The Balance Sheet as of April 20 shows assets of \$194,473.66. Jennifer noted on the Check Detail that the two checks for \$26,066.30 and \$3,461.25 to Montour County were for our quarterly expense for Payroll and Rent. On the P&L YTD, she noted the \$2,500.00 in Fees for Service from the Columbia Alliance. She also made note that the Property Account P&L YTD was made in Microsoft Excel, and would continue to be updated that way as QuickBooks would not allow us to create a separate report for that account.

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

EXECUTIVE DIRECTOR'S REPORT: Jennifer Wakeman noted the following activities in the past month:

DRIVE has continued to receive an above average number of RFI's over the last several weeks.

Jennifer had Dan Knorr discuss the Grow PA initiative, which aims to bring together organizations throughout Pennsylvania to establish an economic growth plan in infrastructure, education, and health care. Bloomsburg University will be hosting an upcoming Grow PA event.

EXECUTIVE COMMITTEE REPORT

The Board discussed filling the current vacancy with Matt Prosseda's resignation. It was suggested that we wait a few months to see if Matt's successor at First Keystone would be a

viable replacement for the vacancy.

OLD BUSINESS

The status of DRIVE employees of moving away from being employees of Montour County was discussed. Currently, retirement IRA plans are being looked in to, as well as health plans. A proposed draft for a new DRIVE Employee Handbook was also introduced.

Motion to move forward on the process of separating from Montour County was made by Lance Diehl, seconded by Al Neuner; carried unanimously.

NEW BUSINESS

A change in the meeting time was proposed for the monthly DRIVE Board meeting. The change would have the official meeting starting at 8:30 AM, with Board members arriving at 8:00 AM for an information session, as to not hold out guests late with longer Executive Sessions.

Motion to make this change was made by Chris Young, seconded by Trevor Finn; carried unanimously.

Matt Prosseda's resignation letter was presented to the Board, and it was suggested that we send him a card thanking him for his service and time on the DRIVE Board.

Motion to accept his resignation made by Harold Hurst, seconded by Greg Cole; carried unanimously.

A letter of intent was signed on Project Ladybug in South Centre Township, but the parties are currently at a \$50,000.00 gap. It was suggested that this gap be bridged, barring that the parties meet certain benchmarks, and that we discuss with our partners about financing the \$50,000.00 to close the deal.

Jennifer Wakeman discussed the possibility of forming an Advisory Committee of individuals interested in DRIVE's work that would meet quarterly to give feedback.

The meeting Adjourned at 9:08 am.

NEXT MEETING: The DRIVE Board meets again on Wednesday, June 6 at 8:30 a.m. at the DRIVE office.

Respectfully Submitted,

Dennis Hummer, Secretary