



DRIVE Board Meeting Minutes

February 4, 2026

MEMBERS PRESENT: Dave Park, Matthew Rousu, Joe Kantz, Jeb Stotter, Jeff Reber, Jennifer Wakeman, Dean Brewer, Trevor Finn, Mike Thomas, John Uehling, Sam Schiccatano, Leslie Temple, Tony Reed

MEMBERS ABSENT: Alex Zimmerman

GUESTS PRESENT:

Tim Hippensteel (Program Director, Blueprint Development Corporation), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Entrepreneurship Program Manager), Colleen Patterson (Office Manager), Karen Hackman Esq. (Solicitor)

The meeting was called to order by Jeb Stotter at 8:36am.

Mr. Stotter welcomed board members and opened the floor for public comments. *“The DRIVE board welcomes input from the public on agenda items at this time. Comments unrelated to the agenda will be heard at the end of the meeting and are subject to a five minute time limit.”*

Hearing none Jeb Stotter moved to accept last meeting minutes.

MINUTES:

- December 3, 2025 Board Meeting: Motion by Mike Thomas to accept the minutes, John Uehling seconded the motion; passed unanimously.

ELECTION OF OFFICERS FOR 2026: John Uehling and Karen Hackman presented 2026 Officers for election. Leslie Temple Vice Chair, Jeb Stotter Chair, Mike Thomas Treasurer, Dave Park Secretary.

Motion to approve Officers for 2026 made by Joe Kantz, seconded by Matthew Rousu, carried unanimously.

COMMITTEE ASSIGNMENTS FOR 2026: Jeb Stotter presented the 2026 Committee Assignments
Executive Committee: Jeb Stotter Chair, Leslie Temple, Dave Park, Mike Thomas
Nominating Committee: John Uehling Chair, Alex Zimmerman, Tessa Applegate, Matthew Rousu, Tony Reed
Finance Committee: Mike Thomas Chair, Leslie Temple, Tessa Applegate

TREASURER’S REPORT: Mike Thomas presented the Treasurer’s Report. He highlighted the

Balance Sheet Appropriations line item of \$51,000, which has been approved for facility work, including mini-splits and related improvements. Accounts Receivable reflects RIC invoices that have been sent out. On the Income Statement, PREP invoices have been issued, and revenue is expected soon. Budget vs. Actual 2025 ended above expectations, the investment portfolio helped with this.

Motion to approve the Treasurer's Report made by Dave Park, seconded by Tony Reed, carried unanimously.

EXECUTIVE DIRECTOR'S REPORT: Jennifer Wakeman presented the Executive Director's Report, highlighting staff activities from the past month. She noted BR&E efforts, grant work, and partner meetings. She also gave brief project updates on ongoing projects and presented the work the RIC has achieved to date.

OLD BUSINESS:

RATIFICATION OF UPDATE LSA RESOLUTION: Jennifer Wakeman presented the LSA Resolution for Salvation Army Berwick and Sunbury. She noted that notice was received indicating the previous resolutions required a wording adjustment. The revised resolutions now specify the purchase of a van. The Executive Committee has already approved the updated resolutions.

Motion to ratify LSA Resolutions for Salvation Army Berwick and Sunbury made by Jeff Reber, seconded by Leslie Temple, carried unanimously.

NEW BUSINESS:

MOU WITH FOCUS CENTRAL PA: Jennifer Wakeman presented the MOU with Focus. The agreement keeps the same terms as last year and extends the term through the end of 2026. The only change is an adjustment to the amount allocated for Lauren's payroll. The Focus Board has met and approved the MOU.

Motion to approve MOU with Focus Central PA made by Joe Kantz, and seconded by Trevor Finn; motion carried unanimously.

PUBLIC COMMENT ON AGENDA ITEMS: None

The Board went into Executive Session for legal and property matters at 9:24am.

The Board returned to Normal Session at 9:42am, Jeb Sotter stated no action is recommended at this time.

Jeb Stotter adjourned the meeting at 9:42am.

NEXT MEETING: The DRIVE Board meets again on March 4, 2026, at 8:30am at 418 Railroad Street, Danville PA 17821.

Respectfully Submitted,

Dave Park, Secretary