



DRIVE Board Meeting Minutes

December 4, 2024

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

MEMBERS ABSENT: Justin Ross

GUESTS PRESENT:

Tim Hippensteel (Project Manager), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Facilities Manager), Colleen Patterson (Admin Assistant/Bookkeeper), Karen Hackman Esq. (Solicitor)

The meeting was called to order by Jeb Stotter at 8:30am.

Mr. Stotter welcomed the board then asked for public comments on agenda items. Hearing none Jeb Stotter moved to accept last meeting minutes.

MINUTES:

- November 6, 2024 Board Meeting: Motion by John Uehling to accept the minutes, Mike Thomas seconded the motion; passed unanimously.

TREASURER’S REPORT: Megan Brosious presented Treasurer’s Report, she highlighted the changes made by Susan Shultz CPA in regards to the payroll account.

Motion to approve the Treasurer’s Report made by Bashar Hanna, seconded by Leslie Temple; passed unanimously.

EXECUTIVE DIRECTOR’S REPORT: Jennifer Wakeman presented the executive director’s report highlighting the staff activities for the past month. She highlighted RACP’s, grants NREDA Conference, and Focus PPL Forum.

NOMINATING COMMITTEE REPORT: John Uehling presented the nominating committee report. The committee recommends Matt Rousu be appointed to his first full term on the board by Snyder County. The committee also recommends John Uehling be reappointed to a second full term by Union County.

Motion to approve Nominating Committee Report made by John Uehling, seconded by Dave Park; passed unanimously.

OLD BUSINESS:

2025 OPERATING BUDGET: Megan Brosious presented the 2025 Operating Budget, she highlighted the increase in salary, insurance, and accounting services. Matt Rousu asked what the net income should look like for next year. Jennifer Wakeman said we look to break even, but always strive for more.

Motion to accept the 2025 Operating Budget made by Megan Brosious, seconded by Dave Park; passed unanimously.

NEW BUSINESS:

RACP COOPERATION AGREEMENT: Jennifer Wakeman presented three cooperation agreements for awarded RACP projects. The subgrantees for the projects are: Susquehanna University, Liberty Group, and Clark's Feed.

Motion to execute RACP Cooperation Agreement with Susquehanna University, made by Mike Thomas and seconded by Megan Brosious; passed unanimously.

Motion to execute RACP Cooperation Agreement with Frosty Valley (Liberty Group), made by Joe Kantz and seconded by Jeff Erdly; passed unanimously.

Motion to execute RACP Cooperation Agreement with Clarks Feed, made by Leslie Temple and seconded by Joe Kantz; passed unanimously.

FORMATION OF REGIONAL INVESTORS COUNCIL: Jennifer Wakeman presented the Regional Investors Council, saying at least ten businesses have expressed interest in joining when it goes

public. Joe Kantz asked if there was a target to have at least one member from each county to sit on RIC. Jennifer said yes.

Motion to approve formation of Regional Investors Council, made by Bashar Hanna and seconded by Megan Brosious; passed unanimously.

2025 BOARD MEETING SCHEDULE: Jeb Stotter presented the 2025 board meeting schedule. Jennifer asked to change the November meeting due to the election and a conference. Joe Kantz suggested combining October/November meeting to one meeting on the third Wednesday of October. Group agreed to combine October/November to one meeting and have it on October 15th.

Motion to approve 2025 board meeting schedule, made by Joe Kantz and seconded by Mike Thomas; passed unanimously.

The Board went into executive session for legal and property matters at 9:04am and ended at 9:35am.

The Board returned to normal session at 9:35am, Jeb stated no action is recommended at this time.

Jeb Stotter adjourned the meeting at 9:37am.

NEXT MEETING: The DRIVE Board meets again on February 5, 2024 at 8:30am at 418 Railroad Street, Danville PA 17821.

Respectfully Submitted,

Dave Park, Secretary