

**South Central Assembly
Minutes of the Board of Directors Meeting**

January 16, 2008

Room 101, Educational Activities Building
Penn State Capital Campus, Middletown

Officers:

[p] Honorable Stephen Reed
[p] Honorable Nancy Besch
[] Honorable John Brenner
[p] Steven Peterson
[p] Honorable R. Glenn Snyder
[p] Honorable Jo Ellen Litz

[] Stephen Powell
[] George Rettew
[e] Rusty Shunk
[p] Steve Snell
[] Honorable Ted Streeter
[] Honorable Michael Sturla
[e] Honorable. Rose Marie Swanger
[] Honorable William Troxell
[] James Turner, Esq.
[] Boyd Wolff
[] Lori Yeich
[] Merrill Yohe
[p] Sherri Zimmerman

Members

[] Honorable Robert Anspach**
[] Honorable Bruce Barclay
[p] Mark Berg
[] Daniel Betancourt
[p] Harrison Bink
[e] Gail D'Angelo
[] Honorable Nick DiFrancesco
[] Honorable G. Warren Elliott
[] Michael Fesen
[] Honorable Mauree Gingrich
[] Honorable Richard Gray
[] Barbara Groce
[] Francis B Haas, Esq.
[] Prof. Irving Hand
[] Honorable Molly Henderson
[p] Roger T. Karsnitz, Sr.
[p] George Klaus, Jr. ¹
[p] Raymond Klein
[] Julie Lalo ²
[p] Joe McCarthy
[p] Skip Memmi
[] Honorable Lori Mitrick
[p] RussMontgomery
[e] Penny Myers
[] Susan Parry ³
[] Honorable Cheryl Plummer

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Others Attending:
Bob Ziobrowski (Franklin County
Commissioner)
Stephen Scanlon (Staff)

Attendance Key: e- excused absence (prior contact) p - present
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1 Ex Officio USDA
2 Ex Officio 10,000 Friends of PA
3 Ex Officio RC&D

Call to Order

The Chair called the meeting to order at 3:00 p.m.

Minutes

Motion to approve by Ms. Besch

Seconded by Mr. Karsnitz

Approve the minutes of the November 28 Board meeting.

Discussion: One minor change.

Vote on motion: **Unanimous approval**

Executive Director’s Report: None

Regional Commissioners’ Association report

Ms. Litz reported on the Lebanon County comprehensive plan. The hazard mitigation element is in process.

Regional Round Table

Mr. McCarthy reported that the Army Heritage Center in Cumberland County would soon be open. Mr. Reed recommended that that would be a good setting for a future board meeting. Mr. McCarthy concurred.

Committee reports:

Housing, Predatory Lending and Community Development

Mr. Klaus noted that the Predatory Lending Task Force is pleased to join with the Housing committee. He noted that the Predatory Lending effort was an Assembly success.

Nominating

Ms. Besch reported the following slate off proposed offices:

- Jo Ellen Litz: President
- Steven Peterson: Vice President
- Glenn Snyder: 2nd Vice President
- Raymond Klein: Secretary
- Sherri Zimmerman: Treasurer
- Vacant: Assistant Treasurer

Motion by Ms. Besch:

Motion to accept the slate of officers here noted

Discussion: Mr. Reed called for other nominations or self-nominations. Mr. Reed asked if there was any opposition to an omnibus motion. Hearing none, he called the motion to elect the entire slate as presented.

Vote on motion: **Unanimous approval**

Ms. Besch acknowledged the turn-over of county commissioners and is working to engage the new commissioners. She introduced Mr. Bob Ziobrowski, Franklin County Commissioner.

Summit

Mr. Klaus reported that Summit planning in on schedule. While registrations are low, that is not untypical as registrations tend to come in late. He anticipates approximately 100 participants.

Mr. Klaus acknowledged the support of DCED and the leadership efforts of Ms. Zimmerman, and Misters Bink and Peterson for keeping Summit planning on track.

Planning / Finance / Membership / Revitalization Committee

See attached draft report.

Approximately \$5,300 is owed to Misters Scanlon and Zumbrun for compensation reaching back to September, 2007. This will be paid out from the KOZ grant draw down, which has been applied for.

Mr. Karsnitz inquired about possible earmarked funds from Congressman Holden. Mr. Reed opined that all representatives need to be approached. Ms. Swanger, for example, has offered to submit a request for up to \$15,000 from the state legislature. Others should be encouraged to join with her in order to increase the amount.

Ms. Litz recommended that committees need to be self-funding and should return 15% of revenues for Assembly administration expenses.

Motion by Mr. Bink

Committees are strongly urged to contribute 15% of revenues for Assembly administration expenses.

Seconded by Mr. Karsnitz

Discussion: none

Vote on motion: **Unanimous approval**

Mr. Klein reported his progress on developing a RFP for an energy aggregating service, especially important for the bulk purchase of electricity. He asked for help in developing a list of bidders. There was discussion concerning there being a market and that this could be a duplication of services. Mr. Reed noted that there could be no limit as to who the customers would be and that the administration fee would likely be in the 2% range. Mr. Montgomery noted that carbon trading might be a potential brokerage market to pursue.

Motion by Mr. Peterson:

The Assembly Board authorizes Mr. Klein to finish and submit an energy aggregating service RFP.

Seconded by Mr. Snell

Discussion: nothing further.

Vote on motion: 12 yeas, 1 nay.

Motion carried

New Business: None

Good of the Order: None

Motion to adjourn by Mr. Snell. A second was made.

Unanimous approval. Meeting ended at 4:45 p.m.

***The next meeting of the Board of Directors will be March 19, 2008 at 3:00 p.m.
in the conference room, Ridgeway Hall at the
Army Heritage and Education Center (AHEC) in Carlisle.***

DRAFT Minutes of the South Central Assembly Planning / Finance / Membership / Revitalization Committee Meeting 1/4/08, Church Hall PSU Capitol Campus

Present: Nancy Besch, Jo Ellen Litz, Sherri Zimmerman, Roger Karznitz, Dr. Steve Peterson, George Klaus, Ray Kline, Gail D'Angelo, Harrison Bink, ?

Dr. Steve Peterson called a meeting of the combined committees to discuss the future of the Assembly, and to develop a plan of action. Discussion ensued on a range of issues. The following action steps were agreed on by members present, and will be offered to the Board at the 1-16-08 meeting:

1. Dues notices must go out ASAP.
 - a. The draft letter needs to be rewritten to reflect a positive tone, highlighting some past SCA accomplishments and indicating future directions and benefits the Assembly will offer the region.
 - b. A Needs Survey should go out with the dues letter.
2. A part time Director needs to be hired ASAP to spend 20 hours a week on SCA activities, divided between fundraising and Assembly Committee activity.
 - a. The Director will be paid from available funds (i.e. Dues, Predatory Lending, KOZ, Summit grant) for a limited period, with the expectation that after 6 months new revenues will have been generated by the Director and Board.
 - b. Craig Zumbrun and Stephen Scanlon need to be reimbursed for their activity in the last year, as documented by time and travel sheets and as approved by the Finance / Executive Committees.
 - c. Craig will resign from his Assembly position after the new Director is hired. Craig should be retained as a consultant for a limited period of time to help guide the new Director, and should be strongly considered for Board membership after his consultancy ends.
3. We need to make visits and written requests to sympathetic local state legislators for WAMs to the Assembly. Representatives Swanger, Sturla, and Gingrich are possible benefactors. Board members need to lead this effort.
4. The new Director needs to work with the Board to:
 - a. find potential large donors (corporate, foundation, college, etc), and to explore new sources of continuing revenue;
 - b. visit new Boards of County Commissioners to secure County participation in and support for Assembly activity.
5. The Assembly should keep its relationship with the Institute of Regional Affairs at Penn State for administrative and meeting room support.
6. The Assembly should revitalize Program Committee activities, with Committee meetings to be held at PSU.
 - a. Committees need to find their own revenues for conference, study and other activities, with administrative support from the part time Director.
7. We need to showcase the "New Assembly" at the Summit, and have a booth featuring Assembly value, services, and accomplishments.
 - a. Board members need to support the Summit, attend it, encourage attendance of local officials, and encourage vendor participation.
8. For the Assembly to be successful, all individual Board members are expected to be active in promoting the Assembly's agenda, finances, and programs beyond attending Board meetings. Individual contributions of service and dues are essential to Assembly survival and revitalization.