

SCA Board of Directors Meeting Minutes (S Scanlon, G Klaus)

August 21, 2013, 3:00 P.M.

Penn State University, Church Hall, Conference Room

Attendance: Harrison Bink, Phil Briddell, Matt Candland, Michelle Crowley, David Davare, Chris Gulotta, George Klaus, Ed Knittel, Steve Snell, Troy Truax, Tim Whelan, Bev Cigler and Sherri Zimmerman, by telephone, Nancy Besch, Beth Ellis, Penny Myers, Anthony Salomone, Anne Stacy, and Rose Marie Swanger, and staff Stephen Scanlon.

1. The meeting was called to order by President Steve Snell.
2. The minutes of the June 19, 2013 Board meeting were approved on a motion by Davare and second by Gulotta.
3. President’s remarks
	1. President Snell recognized the passing of charter member Director Emeritus Walter Lyons.
4. Treasurer’s Report
	1. Davare indicated that the three existing Assembly bank accounts (two M&T and one Santandar) will be consolidated into one M&T account. There was a motion that signatories on the combined account are to be Executive Committee members, Peterson as past president and Scanlon, staff. Motion passed and carried. Penny Myers later stated that Bylaws call for only 2 signatures for checks, Treasurer and one other Officer. Matter referred to Executive Committee for further action and recommendation to Board
	2. Treasure’s submitted a 2012 end year financial statement.
	3. Treasurer submitted a 2014 draft budget. Motion to accept budget by Board made and carried unanimously.
	4. Treasurer provided final Summit Accounting for "Beyond The Great Recession"
	5. Davare still working with IRS on 990's. 2011 990 resubmitted - IRS wants paper return, all schedules and attachments.
5. Finance and Revenue Committee – Gulotta – see Standing Committee Reports
6. Standing Committee Reports
	1. Executive Committee
		1. Klaus and Snell reported that Executive Committee met 7/31/13, discussed Finances, Bank accounts consolidation, fundraising / dues categories, the need to work towards acquiring part time paid staff , 8/21 Board meeting; IUP debt issue strategy; County Focus Group meeting planning; future Board meetings
	2. Nominating Committee
		1. Klaus indicated the resignation of board members Jeff Bergston and Charles Blankenship. Davare made a motion to accept the resignations of Bergston and Blankenship. Seconded by Gulotta. Klaus acknowledged Bergston’s recommendation that Troy Truax replace him on the board. The motion carried unanimously.
		2. Committee recommends, Klaus moved Beth Ellis and Troy Truax for board membership. Discussion: none. The motion carried unanimously.
	3. Finance and Revenue Committee - Chris Gulotta report
		1. Stacey is joining the committee; D’Angelo will not be joining the committee.
		2. Dues / Fund Raising Letter - draft presented by Chris Gulotta along with category of donors / Dues list; send out fund raising letters 2 weeks after each county focus group meeting is held. Goal - send out letters by 9/30, Board member follow-up by 11/15, conclude drive by 12/31/13. Motion to accept Dues Categories List by Board made and carried unanimously.
7. Policy Issue Committee Reports
	1. Community Revitalization – no report
	2. Housing and Community Development
		1. The H&CD September 24 educational event to be held at PSU-Harrisburg is in planning.
		2. Work continues on the April 2014 Housing Summit in collaboration with the York County Housing Task Force.
	3. Local Government Innovation and Cooperation Committee - No report; a September committee meeting is planned.
	4. Council of Colleges
		1. Regional College Presidents Dinner - Briddell reported on a committee best practices for community engagement initiative. Recognizing that four of the area’s college and university presidents are new to the area, and others have moved to it only within the past two years, the committee reached out to 13 new and recently arrived presidents, inviting them to a dinner meeting on 8-5-13 at the Accomac Inn, near Wrightsville, York County. Nine Presidents attended (Shippensburg, Millersville, Messiah, Elizabethtown, Lebanon Valley, York College, PSU York, and Pa SSHE) , the others acknowledging prior commitments. Committee members offered a welcome to south central Pennsylvania, an introduction to the Assembly, and initiated a discussion about what common issues these presidents considered important.
		2. Given the impressive response, the opportunity seemed to fill a void. Amongst themselves, the presidents agreed that they were competing for students and that there was potential in tapping into the growing market of international students. They came to a consensus that they could each benefit from a regional brand that would help them to market their schools.Attendees were interested in furthering the discussion.

While this event was directed to new arrivals, the committee intends to broaden the scope including revisiting the name of the committee to include universities and south central Pennsylvania branding.

* + 1. As a separate initiative, the committee notes its interest in developing regional discussions of workforce development related to town and gown best practices
		2. In addition to private funds (from IUP, PSU Harrisburg Public Affairs Dept., Louis Appell) , the committee proceeded with a $200 SCA donation expense approved by the Executive Committee. Motion to reimburse Briddell $200 for costs associated with hosting the Council of Colleges event made and seconded. Motion passed unanimously.
		3. Board suggested Committee rename itself to "South Central Regional Council of Higher Education". Committee agreed.
1. Issue Discussion – none
2. Old Business
	1. Focus groups: Gulotta and Snell will each lead four county-based focus groups with stakeholders to identify issues that would engage the Assembly. Davare will assist Gulotta, Klaus will assist Snell. The Focus Groups will develop lists of county specific issues, help create interest and support for the Assembly. The county lists will be analyzed and common themes for SCA action will be proposed to the Board in November. The results of the meetings will help us develop our next Summit for the region. The first meetings are being developed for Franklin and Perry counties in September. Board members are asked to help develop attendance lists / invites for their respective counties.
	2. Snell requests directors who have not already done so to provide a brief biography and picture for publishing on the website. He notes that this will support those reaching out to do focus group work by providing stakeholders with the scope and gravity of the Assembly.
	3. Discussion related to a communication task force revolved around building a functional Assembly contact list. Bink, Klaus, Knittel, and Scanlon agreed to work on this. Scanlon will reach out to Reagan.
3. New Business
	1. A motion was made to remove Boyd Wolff from regular director status (attendance criteria) and to appoint him and Ray Klein as Directors Emeritus. Motion seconded and passed unanimously.
4. Future Speakers – Scott Sheely will be invited to make a presentation regarding manpower development issues.
5. Announcements – none
6. Adjournment – business being concluded, the meeting adjourned at 4:35

Next meeting: October 16, 2013 at 3:00, Meeting Place - Church Hall