

Chairman, Jon Cox
Vice Chairman, Vacant
Secretary, John Rampulla
Treasurer, Harold Brandt



Commissioner Kelly Neiderer
Todd Campbell
Patrick Dennis
Lauren Isch
Don Kibler
Deb Pierson
Morgan Rector
Kenneth Tuckey
Ray Wolfe, Jr.

BOARD OF DIRECTOR'S MEETING MINUTES – JULY 23, 2024

A meeting of the Cumberland Area Economic Development Corporation Board of Directors was held at 230 S Sporting Hill Road, Suite 100, Mechanicsburg, PA 17050 @ 7:30 a.m.

ATTENDANCE: ZOOM BOARD OF DIRECTOR'S

Jonathan Cox
Kenn Tuckey
Harold Brandt
John Rampulla
Patrick Dennis
Lauren Isch
Kelly Neiderer
Morgan Rector
Ray Wolfe, Jr.

EXCUSED

Todd Campbell
Don Kibler
Deb Pierson

CAEDC STAFF WHO APPEARED BEFORE THE BOARD:

Janet Anderson, Executive Director; Kristen Rowe, Director, Destination Marketing, Greg Welker, Director, Economic Development, Julie Koranda, Human Resources/Accounting Specialist and Doreen Edwards, Executive Assistant

OTHER:

Carol Kilko, Executive Committee Member

OVERVIEW

The Board discussed various operational matters including appointing a new vice chair, budget processes, and personnel changes. Lastly, the organization's strategic planning, workforce development, and regionalism were emphasized, with a focus on improving administrative processes and understanding foundational issues.

PUBLIC COMMENT

There was no public comment.

CHAIRMAN UPDATE

Jon reported that the Executive Committee is recommending that Kenn Tuckey fill the Vice Chair position that was vacated by Jason Reimer earlier this year. Kenn would serve in this capacity for the remainder of Jason's term until our reorganization meeting in February.

CAEDC Motion 2024-19-BRD

On a motion by Harold Brandt, seconded by John Rampulla, the Board approved the appointment of Kenn Tuckey as the Board of Director's Vice Chair.

Board Decision: Motion Passed.

LIAISON UPDATES

Commissioner Neiderer updated the Board at the county level regarding the following items:

- Budget
- Comprehensive Plan
- Discontinuation of Yard Waste Recycling Program and Equipment

SECRETARY'S REPORT

John Rampulla reviewed the June meeting Minutes, emphasizing the need for further discussions on branding and the organizational logo, as well as the approval of three nominees for vacant board positions. He also stated that

an amendment to the lease agreement, for additional square footage for office and storage space, was approved by the CAEDC Board.

CAEDC Motion 2024-20-MIN

On a motion by Harold Brandt, Jr., seconded by John Rampulla, the Board approved the minutes of the June 25, 2024, meeting.
Board Decision: Motion Passed

TREASURER'S REPORT

Harold reported that the finance committee had a light meeting as there were no grants or loan applications to review. The meeting focused on cash flow planning and financial statements. Harold also indicated that Mid Penn Bank provided a presentation to discuss Cash Management options.

CAEDC Motion 2024-21-FNL

On a motion by Kenn Tuckey, seconded by Lauren Isch, the Board accepted the June 2024 Financial Statements.
Board Decision: Motion Passed

COMMITTEE UPDATES

Tourism Committee

Kristen provided an update on the tourism committee, including a new economic impact calculator and 3 upcoming grant reviews. The annual tourism event was held at Messiah University and was well attended. Board members were thanked for their participation in the event. Concerns about the use of a non-local marketing firm for an organization that is supporting local businesses were addressed by Kristen, who described the RFP submission and selection process.

Organizational Development / Policy & Planning Committees

Lauren Isch discussed the status of various committees and recruitment of committee members.

John Rampulla provided updates emphasizing the focus on economic development goals. Jon proposed elevating some organizational policy and strategic planning priorities to the board for further discussion.

REC Management Committee

Jon stated that the REC Committee is working through the finalization of the purchase agreement for the Frog Switch site. The Commonwealth Financing Authority is scheduled to review and possibly act on a BIOS grant application that was submitted and that the committee continues to work on a final offer for the Kuhn property.

EXECUTIVE DIRECTORS REPORT

(attached to these minutes and are a part of the record)

Janet reported on tourism grants and introduced new team member Greg Welker, while reminding members about the upcoming golf outing. Board member appointments were also noted.

BOARD SESSIONS, BUDGET AND STRATEGIC PLANNING IMPROVEMENTS

Jon highlighted the need for a board planning session to reflect on the organization's budgeting for the next year, ensuring it aligns with the organization's strategic plan. Furthermore, Jon suggested issues such as workforce development and regionalism, as subjects for discussion at a future board workshop / planning session. He also suggested the engagement of an organization lobbyist and emphasized focusing on core priorities to avoid overextending the organization.

Jon and Lauren proposed dedicating two separate sessions in September and October for the Board to review topics, with the first session focusing on budget planning items and the second session on other important items. Kelly emphasized the need to resolve internal operational issues before engaging in other discussions. Jon acknowledged progress in transitioning the organization and stressed improving administrative processes to allow Janet, the Executive Director, to focus on strategic management. Board members expressed an interest in having a better understanding of workforce and regional planning. Janet raised concerns about the organization's foundational issues and the team's readiness to tackle them, suggesting addressing the Board's role in the first session and prioritizing tasks to be in alignment with CAEDC's Strategic Plan.

ADJOURNMENT

There being no further business, the meeting was adjourned.