

*Officers:* Chairman, Jon Cox, Vice-Chair, Carol Kilko, Secretary, John Rampulla, Treasurer, Harold Brandt, Delegate Member, Kelly Neiderer

*Directors:* Todd Campbell, Patrick Dennis, Lauren Isch, Don Kibler, Kyle Miller, Deb Pierson, Morgan Rector, Kenn Tuckey, and Curtis Voelker

---

**BOARD OF DIRECTORS MEETING MINUTES**  
**September 23, 2025 @ 8:00 a.m.**

**ATTENDANCE:**

**Board of Directors**

Jon Cox, Carol Kilko, Harold Brandt, John Rampulla, Kristine Becker, Todd Campbell, Kyle Miller, and Kenn Tuckey

**Excused:** Lauren Isch, Kelly Neiderer, Patrick Dennis, Don Kibler, Deb Pierson, Morgan Rector, and Curtis Voelker

**Board Liaisons**

George Book

**CAEDC Staff in Attendance**

Janet Anderson, Executive Director, Laura Delaney, Director, Tourism and Marketing, Greg Welker, Director, Economic Development, Julie Koranda, Finance and HR Manager, and Doreen Edwards, Executive Assistant

**Other**

Commissioner Gary Eichelberger

**CALL TO ORDER**

Chair Jon Cox called the meeting to order at 8:03 a.m., noting that a quorum was present.

**PUBLIC COMMENT**

There were no members of the public present, and no public comment was received.

**BOARD LIAISON**

George Book, West Shore Chamber of Commerce, provided updates, including congratulations to Janet Anderson for receiving the Luminary Award. He thanked CAEDC for supporting the recent Mega mixer event, which drew more than 400 attendees, approaching pre-COVID participation levels. He also announced an upcoming bowling event at ABC West on October 15 from 2:00–5:00 p.m., noting that only 15 team slots are available.

**SECRETARY'S REPORT**

**CAEDC Motion 2025-29-MIN**

On a motion by Harold Brandt, seconded by Kenn Tuckey, the Board approved the August 26<sup>th</sup>, 2025, meeting minutes.

Board Decision: The motion passed.

**TREASURERS REPORT**

Harold Brandt reviewed the August financial report with the Board. Overall revenues are 4% above budget and expenses are 9% below budget.

**CAEDC Motion 2025-30-FNL**

On a motion by John Rampulla, seconded by Carol Kilko, the financial statements for the period ending August 31, 2025, were accepted as presented.

Board Decision: The motion passed.

The Finance Committee met and approved a \$62,000 CSBF loan to SBCI Properties in Mechanicsburg and a \$20,000 CDBG grant supporting two new full-time positions. Janet Anderson reported that the draft 2026 budget is under development and staff anticipate submitting the budget for Board approval in November. The Board discussed maintaining a neutral or balanced budget, utilization of reserves, and investment in tourism and destination development programs. The consensus supported a neutral approach consistent with prior years.

## **COMMITTEE UPDATES:**

### **REC Management Group**

David Luo provided an update on current redevelopment projects.

- Frog Switch Project: The Hazardous Building Materials Survey was completed on September 18. A Phase II Environmental Assessment is scheduled to begin October 14, with preliminary results expected by Thanksgiving and a final report by year-end. REC will request that the Borough defer consideration of its demolition ordinance until the environmental review is complete. A tax assessment appeal hearing is scheduled for October 8.
- Kuhn Project: REC is entering into an agreement of sale with a prospective buyer. Environmental remediation is being addressed through an Act 2 closure to ensure liability protection transfers to the new owner.
- Tyco Project: REC has a sales agreement with Woda Cooper to develop affordable housing. The project is awaiting approval of federal low-income housing tax credits. A decision is anticipated later this fall.

### **Engagement Committee**

Carol Kilko reported that the committee has finalized updates to the Alliance program, now rebranded as the CAEDC Partnership Program. Levels include Visionary, Strategic, Community, and Micro-Business/Nonprofit. The official launch will be held on October 3 at Creekside at Liberty Forge.

### **Tourism Committee**

Laura reviewed updates to the tourism grant programs. The Board discussed the revised guidelines, including sunsetting the Tourism Recovery Grant, introducing the Tourism Partnership Mini-Grant (\$2,500–\$10,000), adjusting sponsorships (\$500–\$2,500), and increasing the Tourism Product Development maximum to \$500,000. The new grant cycle will launch on November 6, 2025.

#### **CAEDC Motion 2025-31-GRNT**

The Revised Grant Program Guidelines, as presented, were approved on a motion by John Rampulla, seconded by Kris Becker.

Board Decision: The motion passed.

## **EXECUTIVE DIRECTORS REPORT**

Janet Anderson highlighted several initiatives and accomplishments, including continued success in advertising and partnership development, updates to loan program branding, and expanded destination sales efforts. She noted recent social media engagement, progress on the 2026 Visitor's Guide, and sponsorship of the America250 Bell project. The organization is also managing multiple RACP and LSA grant applications, attending the National Brownfields Conference, and advancing EPA-funded brownfield assessments. Staff events included participation in Vicki's Angels Walk and a planned team-building event in October.

## **OTHER BUSINESS**

The Board reviewed Resolution 2025-3 Cat 4 LSA Grant Project Applications, designating authorized officers (Janet Anderson and Julie Koranda) to execute documents and agreements related to LSA Category 4 project applications.

#### **CAEDC Resolution 2025-3 Cat 4 LSA**

On a motion by Carol Kilko, seconded by John Rampulla, the Board approved Resolution 2025-3, as presented.

Board Decision: The motion passed.

Chair Cox indicated that revised Committee Roles and Responsibilities were included in the meeting packets for review. He asked that any revisions be forwarded to Janet and that the Board will be asked to approve the Roles and Responsibilities at an upcoming Board meeting.

## **ADJOURNMENT**

On a motion by Carol Kilko, seconded by John Rampulla, the meeting was adjourned at 8:58 a.m.