

**August Board Meeting (Tuesday, August 23, 2022)**

*Generated by Sarah Birdsall on Wednesday, August 24, 2022*

**Members present**

Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

**Meeting called to order at 7:02 PM**

1. Preliminary

Procedural: A. Call to Order

Procedural: B. Roll Call

Information: C. Mission and Vision

2. Communications

Procedural: A. Executive Sessions

Procedural: B. General Public Comment

Action, Minutes: C. Approval of the June 2022 Board Minutes

Motion to approve the June Board Minutes

Motion by Edward Knittel, second by Katie McGeehan.

Final Resolution: Motion Carries

Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action, Minutes: D. Approval of the July 2022 Special Board Meeting Minutes

Motion to approve the July Special Board Meeting Minutes

Motion by Katie McGeehan, second by Lowell L Thomas.

Final Resolution: Motion Carries

Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

3. Reporting

Discussion: A. CEO Report CEO Report -Professional Development/ August Leadership Summit Updates -Annual Report Update - PCCD (PA Commission on Crime and Delinquency) Mental Health and Safety Grant -Next Board of Trustees Meeting- September 27th, 2022

Discussion: B. CAO Report -Review of Comprehensive Plan

Discussion: C. Executive Director Report Executive Director Report -Re-Registration and Forecast Updates

Discussion: D. COO/CFO Report -July 2022 Financial Reports and Disbursements -Employee List as of 08/18/2022 -Engagement Letters for the 2021-2022 Audit and Form 990 Engagements with Barbacane Thornton -Board Resolution for Investment of Reserves at First Resource Bank -2022-2023 General Liability, Property, and Workers' Compensation Insurance Policies -Services Agreement with Robert Half, Inc -Statement of Work Agreement with Mondo, Inc -Job Description - Finance Project Manager

4. Action Items

Action: A. 2022-2023 School Calendar Updates

Motion to approve the 2022-2023 School Calendar Update

Motion by Michael Adler, second by Lowell L Thomas.

Final Resolution: Motion Carries

Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: B. Comprehensive Plan  
Motion to approve the Comprehensive Plan

Motion by Edward Knittel, second by Katie McGeehan.  
Final Resolution: Motion Carries  
Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: C. Stipend Positions  
Motion to approve Stipend Positions

Motion by Michael Adler, second by Michael Adler.  
Final Resolution: Motion Carries  
Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: D. Job Descriptions  
Motion to approve Job Descriptions

Motion by Edward Knittel, second by Michael Adler.  
Final Resolution: Motion Carries  
Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: E. July 2022 Financial Reports and Disbursements  
Motion to approve the July 2022 Financial Reports and Disbursements

Motion by Edward Knittel, second by Lowell L Thomas.  
Final Resolution: Motion Carries  
Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: F. Employee List as of 08/18/2022  
Motion to approve the Employee List as of 08/18/2022

Motion by Michael Adler, second by Edward Knittel.  
Final Resolution: Motion Carries  
Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: G. 2021-2022 Audit and Form 990 Engagement Letters  
Motion To approve the terms outlined in the Auditor Engagement Letter and the Form 990 Engagement Letters with Barbacane Thorton and authorize Beth Jones, the COO, to execute the Agreement.

Motion by Lowell L Thomas, second by Edward Knittel.  
Final Resolution: Motion Carries  
Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: H. Investment Resolution  
Motion to approve the Board Resolution and transfer of \$10M from our checking account to a newly created account at First Resource Bank for investment in compliance with Act 10 of 2016 and authorize Beth Jones, the COO, to execute the Agreement.

Motion by Lowell L Thomas, second by Michael Adler.  
Final Resolution: Motion Carries  
Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: I. Insurance Policies

To approve the policy coverages as summarized in the Insurance Renewal Summary and authorize Beth Jones, the COO, to sign any necessary policy documents.

Motion by Katie McGeehan, second by Lowell L Thomas.

Final Resolution: Motion Carries

Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

Action: J. Robert Half and Mondo Service Agreements

Motion to approve the Customer Agreement with Robert Half and the Mondo Statement of Work Agreement and authorize Beth Jones, COO, to execute the Agreements.

Motion by Michael Adler, second by Katie McGeehan.

Final Resolution: Motion Carries

Aye: Lowell L Thomas, Michael Adler, Alice Solomon, Katie McGeehan, Edward Knittel

5. Announcements

Information: A. Next Board Meeting - September 27th, 2022 at 7:00pm

6. Adjournment

Procedural: A. Meeting Adjournment

A handwritten signature in black ink, appearing to read "E. Knittel", is written over the text "Procedural: A. Meeting Adjournment". The signature is fluid and cursive, with a long horizontal stroke extending to the right.