



VENANGO COUNTY COURTHOUSE
1168 LIBERTY STREET, PO BOX 831
FRANKLIN, PA 16323

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EXECUTIVE DIRECTOR
EMILY LEWIS
CHAIR
SAMUEL H. BREENE
VICE-CHAIR
WILLIAM P. MOON
SECRETARY-TREASURER
BONNIE S. SUMMERS

Board Meeting Minutes for the May 2023 Meeting

I. CALL TO ORDER

Monthly board meeting called to order by Sam Breene, at 10:30 AM. Those present at the public meeting of the Venango County Economic Development Authority on 5/15/2023, held in person at 1255 Liberty St, Franklin, PA 16323 (Franklin Area Chamber of Commerce) in Conference Room:

Members Present:

- ☒ Sam Breene (Chair)
- ☒ Bill Moon (Vice-Chair)
- ☒ Bonnie Summers (Secretary/Treasurer)
- ☒ Mike Dulaney
- ☒ Chip Abramovic
- ☒ Alan Schiller
- ☐ Rod Griffin

Staff Present:

- ☒ Emily Lewis (Executive Director)
- ☒ Heather Hondel (eAcademy Program Director)
- ☐ Rich Winkler (County Solicitor)
- ☐ Diona Brick (Finance Director)

Guests Present (List):

- Kara O'Neil, Derrick Reporter

Quorum Present: ☒ Yes ☐ No

The attendance of 6 board members (of the 7 current appointees) was accounted for by Heather Hondel.

II. APPROVAL OF MINUTES

a. 4/18/2023 Regular Meeting Minutes

- ✓ Motion to approve the minutes made by Chip Abramovic; Seconded by Mike Dulaney. All approved.

III. PUBLIC COMMENTS ON AGENDA ITEMS

- None.

IV. SPECIAL PURPOSE MATTERS

- a. Hudson Construction Contract Extension – Seeking approval of second amendment to contract allowing an extension up to May 31, 2023.
 - ✓ Motion to approve second amendment to contract contingent upon final revisions by Solicitor Winkler made by Bonnie Summers, seconded by Alan Schiller. All approved.

V. FINANCIAL REPORT

a. Financial Report

Executive Director, Emily Lewis – presented the financial report to the Board which summarized all accounts and budget items for the month of April. There were nineteen (19) invoices paid during the month.

- ✓ Motion to approve Financial Report made by Chip Abramovic; seconded by Mike Dulaney. All approved.

VI. ONGOING PROJECTS

a. 100 Seneca at Cornplanter Square

i. Fundraising Timeline

- i. PNC Charitable Trust to be used for historic lighting and signage replication.
- ii. Formal appeal for tax credit submitted by Emily Lewis, only automated email response to date.

ii. Construction Timeline

- i. Package B – Removed, closed out with credit of \$30,000
- ii. Package C – Added Bid Opening and anticipated award in September
- iii. Package D – Timeline to be revised and issued at next meeting

VII. STAFF REPORTS

- **Executive Director, Emily Lewis** – Working on community development and identifying possible grant funding.
- **eAcademy Program Director, Heather Hondel** – Demo Day being held May 15, 2023 at 6PM in the Venango Campus Auditorium. One student will win the \$800 scholarship donated by Franklin Industries and both students celebrate completing the program. In the process of recruiting students and have in some form with each school, but currently there are none registered for next year.

VIII. AROUND-THE-TABLE REPORT

- Chip Abramovic, – shared Franklin Blues and BBQ is coming up

IX. PUBLIC COMMENT – GENERAL

- None

X. ADJOURNMENT

- ✓ Motion to adjourn by Bill Moon, seconded by Alan Schiller. All approved at 10:57 AM.

Respectfully submitted,

Heather Hondel, Venango County Economic Development Authority