

PACOG Board Meeting

Monday, July 22, 2024

9:00am-11:00am

Via Zoom

<https://us02web.zoom.us/j/87567647434?pwd=Hth9DHTqAHbeadkZySiSUHsZVTUbWS.1>



AGENDA

1. Call to Order
2. Roll Call and Introductions
 - ☐ Scott Binkley
 - ☐ John McHugh
 - ☐ Gary Myers, Vice Chair
 - ☐ Amanda Settelmaier, Secretary & Treasurer
 - ☐ An Lewis, Chair
3. Report from the Chair: Appointment of LGA and Consulting Team
 - Action: Motion to appoint Local Government Academy (LGA) and the consulting team of Cindy Bahn, Debby Grass, and Tricia Levander to engage in activities detailed in the Scope of Work between LGA and the PA Department of Community and Economic Development (DCED).
4. Financial Report
 - Action: Motion to receive the 06.30.24 Financial Report as presented.
5. Items for Action and Discussion:
 - a. Setting a Board of Directors Meeting Schedule
 - b. Appointing Additional Board Members
 - c. Reviewing the Bylaws Adopted 05.29.24
 - d. Motion to Ratify the Online Vote to Establish an Account with First Commonwealth and Appointing An Lewis and Amanda Settelmaier as Signatories
 - e. Motion to Authorize Online Banking at First Commonwealth Bank and Granting Read-Only Rights to Deborah Grass and Tricia Levander.
 - f. Motion to Approve the Purchase of QuickBooks Online at a Cost of \$90/month (\$27/month for 3 months, then \$90/month)
 - g. Motion to Approve an Agreement with Course Vector for Website Updates at a Cost Not to Exceed \$674 (cost determined by plan option)
 - h. Motion to Appoint Tricia Levander as Website Manager
 - i. Motion to Approve the Purchase of Microsoft Office 365 at a Cost of \$22/user/month
 - j. Motion to Approve the Distribution of a Membership Survey

6. Other Unfinished or New Business
 - a. Directors and Officers Liability Insurance

7. Adjournment

Attachments:

3. Scope of Work
4. Financial Report
- 5c. 05.09.24 Bylaws
- 5e. Quotes for Quickbooks
- 5f. Quotes for Course Vector Website Updates
- 5h. Quotes for Microsoft Office 365
- 5i: Membership Survey