

PENNSYLVANIA STATE ASSOCIATION OF COGS

Zoom

April 1, 2024

11:00am

ATTENDANCE:

Gary Myers, CAPCOG

John McHugh, Western Chester County COG

Eric Norenberg, CRCOG

Scott Binkley, CRCOG

An Lewis, SRCOG

Terri Cunkle, DCED

Bethany Williams, DCED

Vinny Cannizzaro, PA Economy League

Lynne Shedlock, PA Economy League

ABSENT:

Amanda Settelmaier, TCVCOG

MEETING BEGAN AT APPROX. 11:00am

NEW BUSINESS:

- A. June 23 meeting minutes; Financial Report – FNB/PLGIT
 - a. Motion to Approve Meeting Minutes Eric Norenberg, seconded by Gary Myers. Motion passed unanimously
- B. An Lewis provided an update on file transfers and documents from PSAB
- C. An Lewis gave an update on the EIN/IRS Status of the organization
 - Current EIN is classified as a small business; no record of required tax filings
 - Lawyer/Duquesne Law Professor recommends forming a new entity and applying for 501c3 status – likely cost for filings is \$800-\$1000 – no legal fees because it would be a student project.
 - New bylaws and other formational documents would need to be created and approved.
 - Bethany Williams shared that in order for PACOG to apply for DCED funding in the future it would need to be a 501c3 organization
 - a. Motion to authorize An Lewis and Amanda Settelmaier to continue to work with the Duquesne University Law school student and retain attorney Eric

Davis to form a new entity for PACOG, to obtain a new EIN, to apply for 501c3 status and register the new entity with the appropriate state and federal agencies as a bona fide nonprofit, and to purchase Public Officials Liability or Errors and Omissions Liability insurance once the new organization is formed and the new board is appointed by Eric Norenberg, seconded by John McHugh. Motion passed unanimously

D. Update on Website

- Quote will be forthcoming but anticipated costs are \$50-\$100 to restore the data/site; \$20/year for the domain; \$120/year for basic hosting on a secure platform (anticipated max cost \$240)

- a. Motion to authorize An Lewis to retain CourseVector to restore the PACOG website and provide basic hosting services by Gary Myers and seconded by Eric Norenberg. Motion passed unanimously.

E. Bethany Williams from DCED provided an update on the RFP and shared that they did receive a few proposals. An Lewis will attend future meetings about the RFP and potential consultant

F. Eric Norenberg is planning to retire from CRCOG and they are actively looking for a new Executive Director who may want to fill his seat. Eric will continue to work part-time until the end of June and will stay on the Board until then. The new Director is likely to start in August or September.

G. The next meeting will be scheduled after the consultant is appointed or as needed.

MOTION TO ADJOURN

Motion to adjourn was made by Eric Nordenberg seconded by Gary Myers at approx. 12:00pm. Motion passed unanimously.