

MINUTES
PACOG Board Meeting
Tuesday, February 18, 2025 3:00pm via Zoom

1. Call to Order

An Lewis called the meeting to order at 3:02 pm..

2. Roll Call and Introductions

Board Members Present:

Ben Estell (Centre Region COG),
John McHugh, (Western Chester County COG),
Gary Myers (Capital Region COG),
Amanda Settelmaier (Turtle Creek Valley COG), and
Chair An Lewis (Steel Rivers COG).

A quorum was established.

Management Team Present:

Joy Ruff, LGA;
Conner Plunkett, LGA,
Olivia Polichichio, LGA;
Debby Grass (GRS);

DCED Representatives Present:

Terri Cunkle, Policy Specialist, DCED

3. Motion to Approve Minutes of January 14, 2024 Board Meeting

Motion to Approve Minutes of the 12/17/24 as Presented

Motion: Ben Estell

Second: Gary Myers

Motion passed 5-0 with no abstentions

4. Motion to Accept the Financial Report as presented

Debby Grass gave an overview of payments and outstanding invoices associated with PACOG in a consolidated report.

Motion: Amanda Settelmaier

Second: Ben Estell

Motion passed 5-0 with no abstentions

5. Management Team Report

Joy provided a formal management team report, covering the ongoing webinar series, the website, newsletter, and regional meetings. Debby discussed the utilization of the website by COGs to ask questions related to COG administration

6. Consideration of Auditor Proposal

Auditor proposals have not been reviewed by the management team. An discussed quotes. This item was tabled to the next meeting. The management team will solicit additional proposals.

7. 2025 Regional Meeting Update

Joy gave an overview of the agenda for the first regional meeting, highlighting the hybrid features of the meeting, break-out discussion plans, etc. Joy made a call to the board for online participation.

8. Annual Conference Update

Debby highlighted preliminary plans for a 2025 PACOG conference, proposed the Graduate by Hilton in State College as the conference center and provided cost estimates as well as early programming ideas. There was a discussion about dates to accommodate maximum board attendance. September 30-October 1 was floated as possible dates. Debby will contact the hotel to confirm dates.

9. DCED Contract – Discussion

Joy presented the management contract for DCED, which ends in June and is seeking plans for extending management for PACOG. Internal discussion needed at DCED and among the board to determine future management contract for PACOG.

10. Other Business

Debby highlighted upcoming programming including the March and April webinars.

11. Adjournment

Motion to Adjourn by An Lewis at 10:51

X

Amanda Settelmaier
Secretary/Treasurer