

MINUTES
PACOG Board Meeting
Tuesday, May 20, 2025 3:00pm

1. Call to Order

An Lewis called the meeting to order at 3:01 P.M.

2. Roll Call

Board Members Present

John McHugh

Gary Myers, Vice Chairperson

Amanda Settelmaier, Secretary & Treasurer

An Lewis, Chairperson

Board Member Not Present

Ben Estell

A quorum was established.

Management Team Present

Joy Ruff, LGA

Conner Plunkett, LGA

Debby Grass, GRS

PA DCED Representative Present

Terri Cunkle, Local Government Policy Specialist, DCED

3. Motion to Approve Minutes of April 15th, 2025, Board Meeting

a. Motion by Gary Myers

b. Second by John McHugh

Motion passed 4-0 with no abstentions.

4. Financial Report

Debby Grass reviewed the financial summary, balance sheet, and budget position for PACOG. She reported positive financial progress with new memberships and pending deposits. The only pending liability is to the LGA for an invoice from Course Vector for additional work on the website. Debby

5. Motion to Accept the Financial Report as presented

a. Motion by Amanda Settelmaier

b. Second Gary Myers

6. Management Team Report

Joy and Debby led the management report, which focused on membership recruitment and outreach efforts, highlighting the success of recent webinars and attendance and participation at regional meetings. Debby emphasized the importance of increasing representation at future meetings and conferences to strengthen their position when seeking funding. The team discussed the need for personal outreach to ensure all COGs are represented, with a particular emphasis on participation in the upcoming conference. The team discussed their initial success in attracting sponsors including: Trailblaze, Visit Monroeville, and CDB Law. The team also discussed conference programming, which will include a legislative update, sessions on board development, land banks, and other relevant programs.

7. Any Other Business

Board member, Amanda Settelmaier, agreed to lead a subcommittee focused on member recruitment and organization development. The management team agreed to schedule a meeting with TCVCOG during the month of June to begin work with the subcommittee.

8. Adjournment

Motion to adjourn at 3:27pm by Gary Meyers.