

MINUTES
PACOG Board Meeting
Tuesday, September 16, 2025 3:00pm
Via Zoom Meeting

<https://us02web.zoom.us/j/89987226379>

1. Call to Order

Ann Lewis Called the meeting to order at 2:05 P.M.

2. Roll Call

Board Members Present

Ben Estell
John McHugh
Gary Myers, Vice Chairperson
Amanda Settelmaier, Secretary & Treasurer
An Lewis, Chairperson

A quorum of the Board was established.

Management Team Members Present

Olivia Policicchio, Local Government Academy
Conner Plunkett, Local Government Academy
Deborah Grass, Grass Root Solutions

PA DCED Representatives Present

None

3. Motion to Approve Minutes of June 17, 2025 Board Meeting

- a. Motion by Gary
 - b. Second by Ben Estell
- Motion passed 5-0

4. Motion to Accept the Financial Report as presented

Debby provided a general overview of PACOG financial position.

- a. Motion to approve by Ben Estell
 - b. Second by Amanda Settelmaier
- Motion passed 5-0

5. Management Team Report

a. PA Tax Exempt Filing and Financial Report:

Debby went over the formal proposal from Maher Duessel for an “agreed upon” audit and financial review, testing transactions, producing a report, and filing for 990-EZ. This process was recommended due to the low amount of financial activity in the organization.

Motion to accept the proposal from Maher Duessel to perform the 2025 financial review and 990-EZ filing.

a. Motion by An Lewis

b. Second by Amanda Settelmaier

Motion passed 5-0

b. Annual Conference Update:

Registrations: Debby went over current registrations, revenue, and costs. There are 26 attendees plus speakers, sponsors, and exhibitors. An and Amanda discussed rallying the board for a final few attendees with a goal of over 30. Debby highlighted the branded program, banner, and other conference items.

Annual Meeting and Voting: Debby discussed the process for the annual meeting as laid out in the by-laws including the official ballot, the ballot distribution process, and confirmed that a room has been reserved for the board meeting. The Board discussed board size and making sure COGS across the state are represented. There was a discussion about the seven (7) nominations received.

Motion to expand the 2026 PACOG Board of Directors from 5 members to 7 members.

a. Motion by Ben Estell

b. Second by Gary Myers

Motion passed 5-0

Olivia went over the run of show for the conference and highlighted the need for networking by the board with attendees. Amanda agreed to help with registration on September 30 and Ben agreed to help with registration on October 1.

c. PACOG Memberships:

Debby discussed the status of PACOG memberships and the need to increase affiliate and associate memberships to provide more operating revenue. Debby also introduced the new resource library on the PACOG website and discussed ongoing work on the members tab of the website.

6. Adjournment:

An Lewis adjourned the meeting at 2:39 P.M.