Call to Order
Mr. Steck called the meeting to order at 12:00 p.m.

Members Included
Matt Steck, Patricia Kuharic, Karen Smeltz, Catherine Wilsbach, and Frank Schofield

Also present: George Connor, Executive Director; Mark Stewart, Solicitor; Autumn Gruzlewski, Financial Coordinator; Brooke Echevarria, Grants Coordinator; and Jim Roxbury

Members Absent
None.

Public Participation
None.

Reorganization
Mr. Steck asked that a motion be made for the reorganization of the Board positions set as the following:
Chairman: Matt Steck
Vice Chair: Patricia Kuharic
Secretary: Catherine Wilsbach
Assistant Secretary: Frank Schofield
Treasurer: Karen Smeltz

Motion: Ms. Smeltz
Second: Ms. Kuharic

Motion passed 4 – 0, Ms. Wilsbach was not present at this time.

Acceptance of Minutes
A motion was made to accept the minutes of the December 19, 2019 minutes as presented.

Motion: Mr. Steck
Second: Ms. Smeltz

Motion passed 4 – 0, Ms. Wilsbach was not present at this time.

Acceptance of Financials
A motion was made to accept the financials for November 2019 and December 2019 as presented, pending audit.

Motion: Ms. Smeltz
Second: Ms. Kuharic

Motion passed 4 – 0, Ms. Wilsbach was not present at this time.
New Business

**KRP, Ltd. & Q. Jones Loan Approval:**
KRP, Ltd. is a business located in Middletown. The project is the renovation of a historical structure located at 10, South Union with a request of $100,000 with a 2nd lien on a separate property.

Q. Jones is an $80,000 request for equipment purchases. A 2nd lien would be on Q. Jones property.

Both requests are for a 5 year term with an estimate 2.8% interest.

A motion was made to approve both KRP, Ltd. and Q. Jones Loans as described by Mr. Connor and allow him to proceed with contract execution.

*Motion:* Ms. Smeltz  
*Second:* Ms. Wilsbach

*Motion passed 5 – 0*

**RACP Resolution Approval**

A motion was made to approve the resolution for the Insulators Local Union 23.

*Motion:* Ms. Wilsbach  
*Second:* Ms. Kuharic

*Motion passed 5 – 0*

A motion was made to approve the resolution for The Nation Civil War Museum.

*Motion:* Ms. Smeltz  
*Second:* Ms. Wilsbach

*Motion passed 5 – 0*

A motion was made to approve the resolution for GreenWorks Development LLC – 320 Reily Street.

*Motion:* Ms. Kuharic  
*Second:* Ms. Smeltz

*Motion passed 5 – 0*
Old Business

**Solar Farm Update:**
Mr. Connor informed the Board that everything is going well. Research continues to find a company to sell the SRECs which is currently at $40/SREC. Mr. Connor is hopefully that next year there is an increase per SREC.

**Gaming Program Update:**
Mr. Stewart updated the Board that the Public Hearings have been completed for the applicants. Board members are currently reviewing applications. The next GAB meeting will be mid-February.

**Veterans Building Update:**
The board resolved into Executive Session from 12:09 p.m. to 12:17 p.m. to discuss real estate matters.

*Motion:* Mr. Steck  
*Second:* Ms. Smeltz  

*Motion passed 4 - 0, Ms. Wilsbach was not present at this time.*

**DCIB:**
Mr. Stewart updated the Board that Royalton Borough and Susquehanna Township DCIB Applications closed at the end of 2019 and PIB approval for the Vartan Susquehanna Union Greens. Derry Township recently had a pre-application meeting. Ms. Gruzlewski also stated she just received interest for another pre-application meeting.

**Correspondence/ Miscellaneous Items**
None

**Board Comments**
None.

**Adjournment**
A motion was made to adjourn the meeting at 12:27 p.m.

*Motion:* Ms. Kuharic  
*Second:* Ms. Smeltz  

*Motion passed 5 - 0*