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

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

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

Members Absent  
Catherine Wilsbach

Public Participation  
None.

Acceptance of Minutes  
A motion was made to accept the minutes of the January 16, 2020 minutes as presented.

Motion: Ms. Kuharic  
Second: Ms. Smeltz

Motion passed 4 – 0, 1 absent

Acceptance of Financials  
A motion was made to accept the financials for January 2020 as presented, pending audit.

Motion: Ms. Smeltz  
Second: Ms. Kuharic

Motion passed 4 – 0, 1 absent

Solicitors Report & Action Items  
None.

New Business  
Mr. Schofield presented a marketing idea to the Board. He suggested that he would be able to promote the Board programs through media outlets that he is connected and familiar with. He discussed putting together a media and marketing plan for the next Board meeting. Mr. Connor recommended talking to Mr. Chad Saylor and Ms. Amy Richards if a marketing idea like this would be beneficial.
Old Business

**Solar Farm Update:**
Mr. Connor informed the Board that a deal was locked in at $50/SREC for three (3) years to sell all of them. This will generate $100,000 in revenue to go back to the Solar Farm.

**Gaming Program Update:**
The Board was informed that the 2019-20 Gaming Recommendations were presented to the Board of Commissioners for approval. Award and denial letters will be sent to the applicants.

**Veterans Building Update:**
Mr. Connor stated that he is still waiting on a response from the potential buyer for the building. If an offer is not given in the near future the building will soon need to be listed. It was suggested that the RFP be completed in the meantime.

The board resolved into Executive Session from 12:25 p.m. to 12:35 p.m. to discuss real estate matters.

**DCIB:**
The Board was informed that Susquehanna Township and Royalton Borough closed. The documents were received for Susquehanna Union Green.

Correspondence/
Miscellaneous Items

Mr. Connor introduced Mr. Doug Brown as the new Deputy Director. Ms. Gruzlewski suggested to add Mr. Brown as an authorized signature for the bank accounts. Mr. Brown would be used for a signature when Mr. Connor is not available. A motion was made to add Mr. Brown as an authorized signature for the instance when Mr. Steck, Ms. Smeltz, or Mr. Connor is not available, as long as an email is sent to the Board.

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

*Motion passed 4 - 0, 1 absent*
Board Comments

None.

Adjournment

A motion was made to adjourn the meeting at 12:41 p.m.

Motion: Mr. Steck
Second: Ms. Smeltz

Motion passed 4 – 0, 1 absent