

*Intergovernmental Cooperation Harrisburg, Pennsylvania  
Minutes of the Governing Board Meeting  
April 24, 2109*

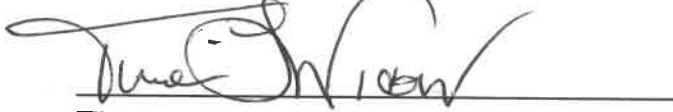
*Temple University Harrisburg, 234 Strawberry Square, Lecture Hall, Room 246/248  
hbgica.org*

<b>Members Present:</b>	Ms. Audry Carter, Ms. Kathy Speaker MacNett, Ms. Tina L. Nixon, Mr. David Schankweiler and Mr. H. Ralph Vartan	<b>Action Items</b>
<b>Ex. Officio Members Present:</b>	Mr. John Raymond and Mr. Bruce Weber	
<b>Call to order:</b>	Mr. Schankweiler called the meeting to order at 4:00 p.m. Executive Session was held at 2:00 p.m. to discuss personnel matters	
<b>Welcome</b>	Mr. Schankweiler welcomed all attendees-see attached sign-in	
<b>Approval of March 26, 2019 Minutes</b>	Ms. Nixon presented the minutes for approval; motion to approve by Mr. Vartan; seconded by Ms. Speaker MacNett	Minutes approved unanimously
<b>Executive Director Search</b>	In response to the ICA's Executive Director RFP The Personnel Committee conducted telephone interviews with five Executive Director candidates. Two candidates were interviewed by the entire BOD. The board unanimously chose Mr. Jeffery Stonehill to fill the Executive Directors role. Ms. MacNett made a motion to allow the Personnel Committee to establish a mutual satisfactory employment agreement with Mr. Stonehill-seconded by Ms. Nixon Ms. Speaker MacNett disclosed that she had worked with Mr. Stonehill in the past.	Motion to allow the personnel committee to establish an employment agreement was approved unanimously
<b>Legal Counsel RFP</b>	In response to the Operations Committee RFP for legal representation the committee received four responses, interviewed	Motion to select Mr. Jeffrey B. Engle, Esq. as the ICA's legal representative was

	<p>all the firms and individuals considering all the criteria enumerated in the RFP and presented Jeffery B. Engle, Esq. to Board as the Committee's recommendation. A request was made to all the Committee to finalize negotiations and execute a contract on the Authority's behalf. Ms. Carter motioned that the board approve the committee's recommendation- seconded by Ms. Speaker MacNett</p>	<p>approved unanimously</p>
<p><b>Website RFP</b></p>	<p>The Operations Committee recommends awarding the Website Design and Management RFP contract to Dave Robertson of Factory 44. The Committee received two proposals and ranked the written proposals, again on the criteria enumerated in the RFP document, and then granted an interview to the top-ranked proposal. A request was made to allow the Committee to finalize negotiations and execute a contract on the Authority's behalf with him subject to approval by our general counsel. Ms. Carter made a motion to accept the proposal submitted by Mr. Dave Robertson, Factory 44, seconded by Ms. Speaker MacNett. Mr. Vartan disclosed he had previously worked with Mr. Robertson in the past.</p>	<p>Motion to contract with Factory 44 to develop and maintain the website for the ICA was approved unanimously</p>
<p><b>Banking Relationship</b></p>	<p>Ms. Speaker MacNett made a motion to authorize Mr. Schankweiler the authority to establish a banking relationship for the ICA; seconded by Mr. Vartan</p>	<p>Approved unanimously-</p>
<p><b>Review of deadlines</b></p>	<p>Mr. Schankweiler reviewed the deadlines that we are under to submit the five-year plan to the State. The five-year plan must be received by the ICA Board by 5/1/2019</p>	

<b>City Finance Presentation</b>	Mr. Weber and Mr. Connolly finished their presentation on the City's finances paying special attention to the areas of interest expressed by the Authority members including debt load and benchmarking	
<b>Public Comment</b>	Time was given for public comments There was none.	
<b>Adjournment</b>	Motion to adjourn the meeting made by Ms. Nixon-second by Ms. Carter	Meeting adjourned at 6:00 p.m.
<b>Next Meeting:</b>	May 22, 2019	

Respectfully Submitted:



Tina L. Nixon,  
ICA for Harrisburg  
Board Secretary/Treasurer

# SIGN-IN SHEET

4/24/19

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