

MINUTES
IMPACT HARRISBURG
Reflecting Meeting of Tuesday, October 27, 2020, 10:00 a.m.
Via Zoom Video

Officers of the Board Present:

Neil Grover, Board Chair
Doug Hill, Vice-Chair, and Interim Treasurer

Board of Directors Present:

Dale Laninga, Director
Russ Montgomery
Karl Singleton

Board of Directors Absent/Excused:

Gloria Martin Roberts, Second Vice-Chair
Jacqueline Z. Parker, Director

Others Present:

Sheila Dow-Ford, Executive Director
Larry Segal, Compliance Team

The Chair, Neil Grover, called the meeting to order at 10:10 a.m.

1. Board Meetings of August 22, 2020

It was moved by Mr. Laninga and seconded by Mr. Montgomery that:

“The minutes from the Impact Harrisburg Board of Directors meetings of August 22, 2020 be approved as printed.”

MOTION CARRIED UNANIMOUSLY

It was noted that meetings have been scheduled outside of the regular course of business in order to accommodate emergent work and schedule changes required as a result of the coronavirus pandemic.

2. Interim Treasurer Report

a. Fulton Bank Account; Wilmington Trust Account:

Interim Treasurer, Mr. Hill, reported on both the Fulton and Wilmington Trust accounts. Copies of the most current statements from each entity were distributed to the board in advance of the meeting for review.

Interim Treasurer Report, cont'd

Fulton Bank Account; Wilmington Trust Account, cont'd:

Mr. Hill reported that no action was needed for transferring funds at this time. There are sufficient funds in the Operating Fund to cover current draw requests.

Mr. Hill also noted that the board must continue to discuss potential distribution of the Trust Account Balance remainder, as projected in budget and financial statements. The expectation is that several contingencies must be considered in such analysis and decision-making. Mr. Hill also noted that staff is notifying grantees of the necessity to complete projects by September 2021.

b. Review, Discussion of FY 2020-2021 Annual Budget:

Mr. Hill noted the adoption at the previous meeting of the Impact Harrisburg FY 2020-2021 budget. He provided a summary of the various elements of the budget, as adopted.

c. Update on FY 2019-2020 Audit:

Mr. Hill reported that the FY2019-2020 annual audit is underway, and that the executive director will keep the board apprised of the status of the audit. He noted that staff had provided additional information to the auditors, as requested.

d. Reimbursement Requests:

Mr. Hill noted there were no reimbursement requests pending for review. As the administrative team works with grantees to expedite completion of projects, it is expected that reimbursement requests will increase over the next several board meetings.

Ms. Dow Ford noted that two annual insurance premium payments were made this quarter.

3. Project Update- Administrative Team

a. Neighborhood Business Stabilization Program (NBSP):

A summary of program outcomes was previously distributed to the board. The summary discussed the development of the NBSP; its purpose; the total number of applicants submitted and awarded; several "snapshots" of the community of awardees in the aggregate; and also, disaggregated demographic data that is helpful in understanding the diversity of the Harrisburg small business community.

Board members posed several questions regarding the follow-up with the small business owners. Also, board members asked if a second funding round had been implemented, and, if so, what type of response was received. Mr. Grover indicated a second round was in development, the details of which were forthcoming.

Project Update, Administrative Team, cont'd

As directed by the board, a second survey was developed by staff and administered to a representative sampling of first-round NBSP grantees. Mr. Laninga, Ms. Parker and Ms. Dow-Ford administered the survey; Mr. Segal compiled, summarized and reported out results, which were presented and discussed. General summary of outcomes: Respondents appreciated the NBSP, which gave small businesses much-needed emergency aid. Impact Harrisburg received high marks for leading the initiative. Businesses are still struggling. More help is needed.

b. Update on Multi-Modal; Community Action Commission; East Shore YMCA:

Mr. Segal, Impact Harrisburg's compliance consultant, indicated that as the coronavirus shutdown restrictions had lifted to some degree, grantees were restarting their projects, some at a more robust pace than others, picking up where they left off in the late-February/March timeframe. Mr. Segal indicated that he and the executive director were directing grantees to conclude their projects in as timely a manner as possible, in keeping with the September 2021 timeline.

East Shore YMCA: There was a robust discussion regarding the concerns of the East Shore YMCA that, due to several factors, including increased labor and materials costs, its initial budget to replace the Second Street perimeter wall required an additional \$40,000 over budget for completion. The Y inquired about the feasibility of Impact Harrisburg increasing its grant amount to bridge the funding gap. After discussion and acknowledgment of the value of the project, the Impact Harrisburg board determined that the Y should seek alternate sources of gap funding.

Executive Director Update:

a. Community Report:

Ms. Dow-Ford updated the board on the notice previously provided, that, given the challenges posed in obtaining a quality, timely work product from the David A. Smith printing Company, initially tasked with the project, the project has been transitioned to The Higher Information Group.

b. Disparity Study:

Ms. Dow-Ford noted that Mr. Grover posed the question of the feasibility of Impact Harrisburg funding a disparity study, to examine procurement and contracting ordinances, practices, policies and procedures within the City of Harrisburg. At Mr. Grover's direction, Ms. Dow-Ford undertook initial research on the status of disparity studies within the Commonwealth, and elsewhere. She provided some initial information to provide a context for the discussion. Mr. Grover explained that broadly speaking, under long-standing U.S. Supreme Court precedent, any change to a statute or ordinance which considers specific demographic factors such as race, must withstand "strict-scrutiny." Disparity studies are used to gather and provide the requisite data undergirding such government strategies.

Executive Director Update, cont'd

Disparity Study Discussion, cont'd:

Mr. Singleton noted the work of his colleagues in partnering with the Commonwealth on its two recent disparity studies. He encouraged the board to examine this work, a copy of which he emailed to board members, and expressed general support for moving forward. Other board members requested additional information and the opportunity to discuss several questions, including whether undertaking a disparity study aligns with the framework outlined in the Impact Harrisburg enabling documents, and whether the board would undertake a study in tandem with the City or as a stand-alone underwriter. The board requested the executive director to gather additional information for review and discussion, to assist in decision-making.

Other Business:

There being no further business to discuss, the Board Chair, Neil Grover, adjourned the meeting at 1:35 p.m.

Meeting minutes were written by Sheila Dow-Ford, Executive Director.

Approved this ____ day of December 2020.

Mr. Neil Grover, Chair

Mr. Doug Hill, Vice-Chair