Chairwoman Schmidt called the meeting to order at 6:18 p.m.

PROXY VOTE REVIEW – CHAIRWOMAN LORI SCHMIDT

The Board Chair conducted roll call and recognized a quorum was in order to conduct business.

MINUTES

Copies of the minutes were made available in member packets.

The minutes of the September, 2019 meeting were approved on motion by Chris Casavale and seconded by Rob Witherell. The motion passed unanimously by members Schmidt, Maglicco, Dietrick, Schaffer, Starrett, Gellasch, Michlovic, and Bendel with no abstentions.
**GUEST PRESENTATION**

Dan Telep from Crossroads Consulting provided a brief presentation on the progress of the SVA Strategic Plan for 2019-2022. A copy of the presentation is included with the minutes.

Amy Mariani, Director of Business Development for PittMoss, spoke on the assistance SEWN provided to their organization.

Board members were tasked with developing tasks to fall under Objective #9 as to how they can assist the SVA with funding, referrals, and other mission-based priorities.

Tom Michlovic requested the addition of business development nonprofits to the referral list. He also asked that brochures be circulated to all board members for distribution in their networks and acknowledged how helpful it was to have a client success story presented to the board.

**FINANCE COMMITTEE**

Chris Casavale reviewed the financial statements. He noted the balance sheet is sitting at around $100,000 cash with A/R at around $100,000. The authority should be at around $140,000 in equity for the year.

*The Finance Committee report was approved on a motion by Tom Michlovic and seconded by Amy Starrett. The motion passed unanimously by Casavale, Schaffer, Schmidt, Maglicco, Witherell, Gellasch, Dietrick, and Bendel with no abstentions.*

**SECRETARY REPORT**

Amy Starrett highlighted two pieces of correspondence provided to all members. Tom Croft provided additional commentary on the letter from The Century Foundation and our work with them.

**PERSONNEL COMMITTEE**

The new SVA staff members were introduced and provided a short background on their histories.

Tom Michlovic deferred to Jay Hornack to comment on the new collective bargaining agreement for the employees which has been submitted to the USW for approval. If signed, it will go into effect January 1, 2020.

*The Personnel Committee report was approved on a motion by Chris Casavale and seconded by Tom Maglicco. The motion passed unanimously by Michlovic, Schaffer, Schmidt, Starrett. Gellasch, Witherell, Dietrick, and Bendel with no abstentions.*

**DEVELOPMENT COMMITTEE**

Development Committee report was tabled to the next meeting based on additional discussion needed by the Tech Review Committee.
Rob Witherell provided a committee report on their discussion about reducing the board seats and expanding governance statewide. There were concerns about the SVA’s original Articles of Incorporation as well as restrictions by the Municipal Authorities Act (MAA). Based on input from Jay Hornack, the board can reduce the number of members representing each municipality from 3 down to 2 but each municipality still must approve the appointments.

The MAA language reads that members can meet one of these requirements: (1) taxpayer in one of the municipalities; (2) maintain business in one of the municipalities; or (3) taxpayer, maintain business or citizen of municipality into which one or more of the authority’s projects extends. Legal advises that since we extend statewide, we can accept municipality non-citizen board members from anywhere in the state.

To execute on these changes:
- Carrie and Anita will need to reach out to each of the 12 municipalities with letters and visits to explain these changes and ask permission for local and statewide representation.
- Tech Review will need to modify the by-laws to acknowledge reducing the number of seats from 36 down to 24. These by-law revisions will need sent to the 12 municipalities as well per the current policy.

The Tech Review Committee report was approved on a motion by Chris Casavale and seconded by Tom Michlovic. The motion passed unanimously by Starrett, Schmidt, Maglicco, Witherell, Dietrick, Gelasch, and Bendel with no abstentions.

Tom Croft provided the Executive Director Report noting the following highlights:
- The Keystone Research Center is conducting a statewide survey resulting from work with The Century Foundation to ensure
- LATTE outreach was conducted with interest from several states
- SVA staff met with a representative from the Ellen MacArthur Foundation regarding circular economy efforts and how SVA can help generate interest through manufacturers
- The Steel Cities Capital Roundtable report was distributed
- The Labor Capital Strategies Fellowship is gearing up for 2020 recruitment
- Met with Congressman Andy Levin who has an interest in implementing the first ESG program in the U.S.

Bob Value provided the following highlights on SEWN:
- SEWN currently has 27 active client engagements in 18 counties
- He expressed concern over “internet financing” where companies are paying 30% interest on two-year money – has seen it in several companies lately
- The annual outside evaluation draft has been submitted and Dr Stork will present it to the board in February – highlights include:
- Worked with 82 companies, 55 new
- 1491 jobs were saved
- Highest referrals came from owner/managers and the IRCs
- SEWN worked in 25 counties with the most coming from Erie, Berks & Montgomery

Carrie Mihalko tabled her report due to time constraints

**OLD BUSINESS**

No old business to report.

**NEW BUSINESS**

No new business to report.

**RESOLUTIONS**

Resolution 19-04 to approve the 2020 SVA Budget

The Resolution was approved on a motion by Chris Casavale and seconded by Amy Starrett. The motion passed unanimously by Michlovic, Schaffer, Schmidt, Maglicco, Witherell, Gellasch, Dietrick, and Bendel with no abstentions.

The formal meeting adjourned at 7:48 p.m.