

MINUTES

BERKS COUNTY INDUSTRIAL DEVELOPMENT FOUNDATION

December 9, 2019

The December 9, 2019 meeting of the Berks County Industrial Development Foundation members and Board of Directors was held at the at the Berks County Services Center, 633 Court Street, 14th Floor, Reading, PA 19601, and called to order at 8:30 AM by President Joseph M. Eways, II. A Notice of Meeting was emailed on November 27, 2019.

Present: Joseph M. Eways, II, President
Rebecca M. Wingenroth, First Vice President
Robert F. Firely, Second Vice President
James A. Adams, Secretary
Eric W. Jenkins, Treasurer

Others Present: Commissioner Christian Y. Leinbach
Mary L. Buerer, Executive Assistant to Commissioner Leinbach
Jessica D. Blauser, Executive Assistant to Commissioner Barnhardt
Michael A. Setley, Esquire, Solicitor
Thomas C. McKeon, Executive Director
Jeremy R. Zaborowski, Deputy Director
Vicki L. Bentz, Recording Secretary

Mr. Eways called for any Board and Officer nominations for the reorganization. No new nominations were heard. Mr. Adams made a motion to reappoint the same Board members and Officers in the same capacity as well as reappointing Ms. Wingenroth. Mr. Eways seconded the motion and it was unanimously approved. The Officers and positions are as follows:

Joseph M. Eways, II, President
Rebecca M. Wingenroth, First Vice President
Robert F. Firely, Second Vice President
James A. Adams, Secretary
Eric W. Jenkins, Treasurer

A motion to approve the minutes for the August 27, 2019 meeting was made by Ms. Wingenroth, seconded by Mr. Adams and unanimously approved.

As outlined in Section 4.1 of the Bylaws pertaining to the annual report, Mr. McKeon referred to the financial statements forwarded to the Board with the agenda and the Profit and Loss and Balance Sheet covering January through month-end November 2019. In addition, the statement disclosing the names of the current officers and directors were reviewed.

A copy of the Conflict of Interest Policy was previously provided to the members, Executive and Deputy Directors. Annually, the Policy must be reviewed and the acknowledgment must be executed confirming their review.

A motion was made to transfer \$200,000. from the SEI account to the Authority's general checking account to cover expenses and to wire \$49,895.70 to The Bank of New York Mellon in January 2020 for the Airport HUD loan payment. Mr. Jenkins made the motion, seconded by Mr. Adams and it was unanimously approved.

A motion to approve and advertise the 2020 Meeting Schedule was made by Mr. Adams, seconded by Mr. Firely and unanimously approved. A copy of the Meeting Schedule is attached hereto.

Mr. Setley was reappointed as the BCIDF Solicitor for 2020. His annual retainer of \$12,500 covers the BCIDA general issues and the routine BCIDF issues. Mr. Adams made the motion, seconded by Mr. Jenkins and it was unanimously approved.

There being no further business to come before the Board, on motion by Mr. Adams and seconded by Mr. Firely, the meeting was adjourned at 8:40 AM.

Respectfully submitted,

Executive Director

BERKS COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

BERKS COUNTY INDUSTRIAL DEVELOPMENT FOUNDATION

NOTICE OF MEETINGS

Notice is hereby given that the 2020 regular monthly meetings of the Berks County Industrial Development Authority will commence at 8:30 a.m. prevailing time at the Berks County Services Center, 633 Court Street, 14th Floor Conference Room, Reading, PA, on the following dates:

January 13, 2020
February 10, 2020
March 9, 2020
April 13, 2020
May 11, 2020
June 8, 2020
July 13, 2020
August 10, 2020
September 14, 2020
October 19, 2020
November 9, 2020
December 14, 2020

Notice is hereby given that the 2020 regular meetings of the Berks County Industrial Development Foundation will be held on an as-needed basis and if held, will commence preceding the Berks County Industrial Development Authority's Board Meetings, to be held on the above referenced dates in the Neversink Conference Room on the 14th Floor of the Berks County Services Center located at 663 Court Street, Reading, PA.

Thomas C. McKeon, AICP, CEcD
Executive Director
610-478-6330