



**BerksIDA MINUTES**  
**December 8, 2025**

The December 8, 2025 board meeting of the Berks County Industrial Development Authority was held offsite and called to order at 8:30 am by Eric Jenkins.

Members Present: Eric Jenkins  
Kirsten Deysher  
Terri Lampe-Melcher  
Andrew Roland  
Robert Firely

Others Present: Kathleen Parisi, SEI Investment Management (Guest Speaker)  
Jeremy Zaborowski, Executive Director  
Diane Bujnovsky, Financial Coordinator  
Daniel Becker, Esquire, Solicitor  
Pam Menet (via Zoom)

It was noted and read that after the November 10, 2025 meeting, the HR subcommittee met with the Executive Director to discuss personnel end-of-year performance in executive session. No action was taken at that time.

There were no Public Comments expressed.

The meeting began with a presentation and discussion of BerksIDA Investment Funds by Kathleen Parisi from SEI Investments.

A motion to vote on the 2026 board members by slate and for all members to remain in their present capacity for the next year was made by Ms. Deysher, seconded by Ms. Lampe-Melcher and passed unanimously. The 2026 board members are as follows:

- **Eric W. Jenkins**  
Chairman
- **Kirsten S. Deysher**  
Vice Chairman, Secretary & Assistant Treasurer
- **Robert F. Firely**  
Vice Chairman, Treasurer & Assistant Secretary
- **Terri C. Lampe Melcher**  
Vice Chairman, Assistant Secretary & Assistant Treasurer
- **Andrew J. Roland**  
Vice Chairman, Assistant Secretary & Assistant Treasurer

A motion to approve the minutes for the November 10, 2025 Board meeting was made by Ms. Deysher, seconded by Ms. LampeMelcher and passed unanimously.

A motion to approve November Income and Expense reports, the Financial Statements, and the Budget Reports was made by Ms. Deysher, seconded by Mr. Roland and passed unanimously.

A motion to ratify the email approval to purchase a replacement laptop for \$2,581.49, emailed to the Board by the Executive Director on November 14, 2025 was made by Mr. Firely, seconded by Ms. Deysher and passed unanimously.

A motion to approve and advertise the 2026 Board Meeting Schedule was made by Mr. Roland, seconded by Ms. Deysher and passed unanimously.

A motion to approve Resolution 04-25, which updates the Olivet Boys and Girls Club (The Blue Door Is Always Open) RACP project scope and addresses was made by Ms. Deysher, seconded by Ms. Lampe-Melcher and passed unanimously.

A motion to support What's So Cool About Manufacturing as a Platinum Sponsor (\$5,000) for 2026 was made by Ms. Deysher, seconded by Ms. Lampe-Melcher and passed unanimously.

A motion to transfer \$55,000.00 from Fulton Bank Account to First National Bank Account for six (6) months of interest payments for the Glidden Credit Line was made by Ms. Lampe-Melcher, seconded by Ms. Deysher and passed unanimously.

A request was made to have printed copies of the meeting agenda brought to the meeting site.

There being no additional regular business, the board adjourned at 10:00 am to Executive Session to discuss the 2025 SEP contribution, 2026 staff salaries and real estate issues.

The board reconvened regular business at 10:16 am.

A motion to approve 2025 SEP contribution and 2026 staff salaries was made by Ms. Deysher, seconded by Mr. Firely and passed unanimously.

There being no further business needed, the meeting was adjourned at 10:20 am.

Respectfully Submitted,

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Executive Director