

May 22, 2023 Meeting Minutes

Montour Preserve Environmental Education Center, 374 Preserve Rd, Danville, PA 17821
and online through Zoom

MEETING ATTENDEES

MARC BOARD MEMBERS (online)

Kevin Herritt, Commission Dan Hartman

MARC BOARD MEMBERS (in person)

Chris Johns, Marlene Gunther, Frank Dombroski, Kristin Mikita, Tami Gabrielsen, Dr. John Bulger,
Tyler Dombroski

MARC STAFF (online)

None

MARC STAFF (in person)

Bob Stoudt

PUBLIC (online)

None

PUBLIC (in person)

None

MEDIA (online)

Geri Gibbons

MEDIA (in person)

None

CALL TO ORDER

Chairperson Tyler Dombroski called the meeting to order at 7:00pm.

PUBLIC COMMENT

No public comment

OFFICER REPORTS

CHAIRMAN'S REPORT

Nothing new to report other than items in agenda.

TREASURER'S REPORT

Dr. Bulger noted that there was an urgent need to look at the current expenses in lieu of the county hotel tax payment not yet being received. There was a discussion of ideas to alleviate the need for this to happen in the future.

In order to manage MARC's cash flow in the immediate term and through the summer until August (when the next quarterly installment of the Montour County Hotel Tax is expected, in addition to an anticipated contribution from Service 1st), Stoudt reported MARC would immediately impose the following austerity measures, expected to remain in effect through at least August:

1. MARC has requested and received the resignations of two staff members (Shevchenko and Fought).
2. MARC will hold the release of checks totaling \$10,061.04 which have been signed but not yet mailed.
 - a. Payments will be selected that have at least ten days before the invoice due dates (PPL bill for \$1,465.20, PPL bill for \$1,130.23, McKonly & Asbury (audit) for \$5,720, and Stoudt payroll for \$1,745.61).
3. MARC will hold the release of any new checks and conduct no new debit card transactions until the Montour County Hotel Tax grant payment or other significant revenue is received.
4. Stoudt will request MARC withdraw \$30,000 from the Montour Preserve Fund at the Community Giving Foundation (up from the \$20,000 budgeted) (Stoudt will request approval during this meeting).
5. Stoudt will request MARC withdraw \$3,000 from MARC's Non-Endowed Fund at the Community Giving Foundation (to gain access to funds donated for the Dirty Grin Mountain Bike Festival; again, Stoudt will request approval during this meeting).
6. MARC will cut all planned programming and special projects through at least August (except the Dirty Grin Mountain Bike Festival, for which Stoudt anticipates MARC will generate enough funds to proceed).
7. MARC will cut all optional spending on park and trail maintenance except that which has already been ordered and that which must be done to protect visitor safety and prevent damage to facility infrastructure.
8. MARC will immediately cut Stoudt's weekly hours to an average of 20/week through August, with not less than three weeks of unpaid time off during this time period.

Motion to approve the Treasurer's Report: Frank Dombroski

Second: Marlene Gunter

Motion passed unanimously

SECRETARY'S REPORT

Secretary Johns called the group's attention to the minutes of the April 24, 2023 meeting as distributed with the meeting agenda packet.

Motion to approve the April 24, 2023 meeting minutes: Dr. John Bulger

Second: Tami Gabrielsen

Motion passed unanimously

PARTNER REPORTS

DANVILLE AREA SCHOOL DISTRICT

Nothing new to report.

DANVILLE BOROUGH

Nothing new to report.

MAHONING TOWNSHIP

Nothing new to report.

MONTOUR COUNTY

Nothing new to report.

RIVERSIDE BOROUGH

Nothing new to report.

WASHINGTONVILLE BOROUGH

Nothing new to report.

ASSISTANT DIRECTOR'S REPORT

Stoudt called attention to Julian Brehm's Assistant Director's report as provided on page 19 of the meeting agenda packet.

DIRECTOR'S REPORT

Stoudt called attention to the Director's Report provided on pages 20 – 42 of the meeting agenda packet. Following up on the information provided as part of the Treasurer's Report, Stoudt provided an overview of MARC's current financial challenges and discussed the potential need for MARC to significantly reduce future operations, including the possible need to terminate MARC's lease of the Montour Preserve after the 2023/2024 lease term. If Stoudt cannot generate significant new donations and contributions before MARC's August 28 meeting, Stoudt will make recommendations for additional staffing and operational cuts necessary to bring MARC's operations in line with realistic revenue projections.

OLD BUSINESS

No old business.

NEW BUSINESS

REQUEST TO WITHDRAW \$30,000 FROM MONTOUR PRESERVE FUND AT COMMUNITY GIVING FOUNDATION

Stoudt requested approval to withdraw \$30,000 from MARC's Montour Preserve Fund at the Community Giving Foundation to pay for anticipated Montour Preserve expenses to be incurred during 2023.

Motion to approve: Dr. John Bulger

Second: Marlene Gunther

Motion passed unanimously

REQUEST TO WITHDRAW \$3,000 FROM MARC NON-ENDOWED FUND AT COMMUNITY GIVING FOUNDATION

Stoudt requested approval to withdraw \$3,000 from MARC's Non-Endowed Fund at the Community Giving Foundation to pay for Dirty Grin Mountain Bike Festival expenses. Funds to be withdrawn were donated in support of this event.

Motion to approve: Tami Gabrielsen

Second: Kevin Herritt

Motion passed unanimously

OTHER ITEMS

No other items for discussion.

ADJOURNMENT

Hearing no objections, Chairperson Dombroski adjourned the meeting at 7:57pm.

Next meeting: Monday, June 26, 2023, at the Montour Preserve Environmental Education Center and online through Zoom.

Respectfully submitted,

Chris Johns
MARC Board Secretary