

**PACD Ways and Means Committee**  
**Red Lion Hotel, Harrisburg, PA**  
**July 12, 2017**  
**11:15am-12:15 pm**

*Committee members in attendance:* Judy Becker, Northumberland; Mary Ann Bower, Clinton; John Dryzal, Cambria; Jim Garner, Susquehanna; Cliff Lane, McKean; Bill McFadden, Lehigh; Kenneth Meck, Lancaster; Glenn Seidel, Berks; Samuel Worley, Franklin; Donna Zofcin, Forest.

*Others in attendance:* Charles Duritsa, Westmoreland; Elwood Blake, PA DEP; Michele Long, Pike; Kerry Fetter, McKean; Lynette Gelsinger, Lebanon; Lorin Boggs, NRCS

**Welcome and Roll Call**

Chairman and PACD Treasurer Kenneth Meck welcomed everyone to the meeting and called the meeting to order at 11:15 am.

**Minutes of Previous Meeting**

The minutes of the previous meeting were provided to members for their review.

*It was moved by Sam Worley and seconded by Jim Garner to approve the minutes of the previous meeting on January 24, 2017. Motion carried.*

**Review of FY 2016-2017 year-end Financial Reports (July 2016-June 2017)**

The financial reports for PACD for the time period July 2016-June 2017 were provided for review and discussion.

The committee was informed that the final financial reports show a significant surplus but that the final amount will be determined with the completion of the 2016/2017 audit.

The committee recommends that a formal investment policy be adopted if there continues to be a surplus.

**Review of FY 2017-2018 draft budget and proposed dues**

A proposed budget for FY 2017/2018 and FY 2018/2019 were provided for review and discussion. The Committee was reminded that the mortgage on the PACD building will be paid off in early 2018.

The committee acknowledged that the PACD Executive Board has addressed the issue of a reserve fund and a separate line on the balance sheet has been designated as a reserve fund amount within the operating account.

The committee was informed that a building inspection has just been completed and there are several areas that need repairs. Staff will review the report in depth and prepare a more thorough report outlining the needed repairs and a time frame needed to accomplish them

**Surplus**

- *It was moved by Glenn Seidel and seconded by Bill McFadden to recommend that any surplus should be allocated as such: 25% to be added to the reserve fund, and the remaining 75% be deposited into the capital fund account to be used for building repairs. Motion passed.*

**Budget**

*It was moved by Bill McFadden and seconded by Judy Becker to approve the proposed budget as presented. Motion passed.*

**Adjournment**

*It was moved by Bill McFadden and seconded by Cliff Lane to adjourn the meeting at 11:48 PM. Motion carried.*