

MONROEVILLE FINANCE AUTHORITY (MFA)

<http://monroevillefinanceauthority.org/>

Meeting Minutes

April 19, 2016

I. Call to order

The meeting of the Monroeville Finance Authority was called to order at 7:13pm, by Jim Brown. In the Council Conference room at the Monroeville Municipal Building.

II. Roll call

The following members were present: Virginia Finnegan, Jim Brown, RJ Mycka, Linda Belasco, and John Prorok (Solicitor). Tim Little (Manager, Municipality of Monroeville) and Linda Gaydos (Council Liaison) were absent. *Note: Deborah Balcik announced to the Board her resignation just prior to the meeting being called to order.*

III. Agenda Review

The Board offered no changes to the meeting agenda.

IV. Public comment on agenda

No members of the public were in attendance.

V. Approval of the Minutes of January 19, 2015

Motion to approve made by Mycka, seconded by Finnegan. The Board voted unanimously to approve the minutes as presented.

VI. Treasurer's report

Finnegan reported a current account balance of \$85,106.81. She further reported that the payments from UPMC had been received and deposited.

VII. Solicitor's Report

Prorok reiterated that the invoices sent to UPMC in October had been paid. He further stated the next invoices would be dated June 1, 2016 in the amount of \$18,117.50 and July 1, 2016 in the amount of \$100,000.00.

VIII. Old Business

- a) Finnegan stated she would be contacting Delisi Keenan to arrange for completion of the 2015 audit report.
- b) Mycka stated he would contact the Monroeville Post Office branch and inquire if there are any problems with our PO Box contract. Mail being sent to PO Box 61 is being returned to senders.

- c) Brown stated the Board would be presented with a Website and Email Hosting Agreement with Mirage Marcom at the meeting in July. Brown has been working with Curt Brooks on the terms of the agreement. Brown also stated he would include the solicitor in the review process.

IX. New Business

- a) Motion by Mycka, seconded by Finnegan. The Board voted unanimously to approve the Mirage Mar-Com invoice #25573 in the amount of \$1600.00.
- b) Motion by Mycka, seconded by Finnegan. The Board voted unanimously to approve the Mirage Mar-Com invoice #25577 in the amount of \$297.00.
- c) Motion by Mycka, seconded by Finnegan. The Board voted unanimously to approve the Maiello, Brungo & Maiello invoice #70071 in the amount of \$813.96.
- d) Motion by Mycka, seconded by Finnegan. The Board voted unanimously to approve the Gateway Associated Photographers invoice #03316 in the amount of \$75.00.
- e) Motion by Finnegan, seconded by Mycka. The Board voted unanimously to table the proposed Website and Email Hosting Agreement with Mirage Marcom.

X. Board Member Reports and Announcements

- a) Brown reminded the Board that the 2015 PA Statement of Financial Interests form was due May 1st.
- b) Mycka inquired when it would be appropriate to discuss another disbursement to the Municipality. After a brief discussion, Brown stated Council would typically begin their 2017 budget planning process in September. The Board can reasonably expect to consider a disbursement request at the quarterly meeting in October.
- c) Finnegan stated she may not be present for the July 19 meeting.
- d) Linda Belasco introduced herself to the Board. She was appointed to the Board by Council at their March 8th meeting to fill the unexpired term beginning January 1, 2015 and ending on December 31, 2019. She provided a summary of her years of experience in the retail banking industry and expressed her thanks and appreciation for being appointed to the Board. Everyone present congratulated her and welcomed her aboard.

XI. Next meeting

Tuesday, July 19, 2016 at 7:00PM at the Monroeville Municipal Building.

XII. Adjournment

Motion by Finnegan, seconded by Mycka. The Board voted unanimously to adjourn the meeting.