

Monroeville Finance Authority
2700 Monroeville Boulevard
Monroeville, PA 15146
<http://monroevillefinanceauthority.org/>

REGULAR MEETING OF THE BOARD

Date: Tuesday – April 20, 2021

Time: 7:00 PM

Location: Monroeville Municipal Building

Meeting Minutes

I. Call to Order

The meeting was called to order at 7:15PM.

II. Roll Call

The Following Members were present: Dr. Daniel Marston (Chairman), Jim Brown (Vice-Chairman), RJ Mycka (Treasurer), Frank Pekarek (Assistant Secretary-Treasurer), and John Prorok (Solicitor). Dominic Zappa and Tim Little were absent.

III. Agenda Review

No amendments to the agenda were made.

IV. Public Comments on Agenda Items

No members of the general public were present.

V. Approval of the minutes of the previous meeting held January 19, 2021

Mr. Mycka made a motion to approve the minutes of the January 19 meeting. Mr. Pekarek seconded the motion. The motion carried with a unanimous vote of 4-0.

VI. Treasurer's Report

Mr. Mycka reported the current Huntington Bank account balance is \$9,023.38. Mr. Mycka further reported that there is a need to order more checks. He stated Huntington Bank quoted him a price of \$50.47 for 80 checks. He felt this was too expensive and a better deal could be had by ordering from a third-party vendor. A brief discussion took place with the Board agreeing that Mr. Mycka should procure the checks from a third-party retailer with the understanding he would be reimbursed for the expenditure at the July meeting.

Mr. Pekarek made a motion to approve the Treasurer's report and authorize the purchase of new checks. Mr. Brown seconded the motion. The motion carried with a unanimous vote of 4-0.

VII. Solicitor's Report

Mr. Prorok stated there was no new activity to report.

VIII. Old Business

Dr. Marsten stated there were no old business items to address.

IX. New Business

The board considered the following invoices for payment. Mr. Mycka motioned to approve all the invoices under a blanket motion. Mr. Pekarek seconded the motion. The motion passed by a unanimous vote 4-0.

- a. Maiello, Brungo & Maiello invoice #97422 in the amount of \$312.50
- b. Redshift invoice #MFA-6296D in the amount of \$447.00
- c. Redshift invoice #MFA-1000B in the amount of \$175.00
- d. Maher Duessel invoice #481790 in the amount of \$2300.00

Dr. Marsten asked the Board to approve the 2020 Audit Report as prepared by Maher Duessel. After a brief discussion of the audit process, Dr. Marsten stated the audit report would not be officially filed with PA DCED until the Board approved it. Mr. Prorok stated his office would handle the legal advertisement. Mr. Brown motioned to approve the audit report. Mr. Mycka seconded the motion. The motion passed by a unanimous vote 4-0.

X. Board Member Reports & Announcements

Dr. Marsten reminded the Board that statements of financial interest are due May 1st.

Dr. Marsten reminded the Board the next meeting will be held on July 20, 2021.

XI. Adjournment

Mr. Pekarek motioned to adjourn the meeting. Mr. Mycka seconded the motion. The motion passed by a unanimous vote 4-0. The meeting ended at 7:30PM.

DRAFT