

QUAKER VALLEY COUNCIL OF GOVERNMENTS  
MONTHLY BOARD OF DIRECTORS MEETING  
January 17, 2018

Board President Jean-Sebastien Valois called the meeting to order at 7:30 p.m. at the Avalon Municipal Building, 640 California Avenue, Avalon, PA. 15202. Mr. Valois then led the pledge of allegiance.

**The following members in attendance:**

Aleppo: Art Williams / Matthew Doebler	Glenfield:
Avalon: John Paul McFeeley	Haysville:
Bell Acres: Brock Meanor	Kilbuck: Jean-Sebastien Valois (President)
Bellevue: Tom Fodi / Anya Pikul	Leet: Betsy Rengers
Ben Avon: Megan Dolan / Melanie Holcomb	Leetsdale: Jeffrey Weatherby
Edgeworth:	Sewickley: Hendrik van der Vaart
Emsworth: Paul Getz	Sewickley Heights:
Glen Osborne:	

**Public Comment:** Tom Lloyd, newly elected Mayor of Avalon and former Quaker Valley COG delegate stopped by to welcome everyone to the Borough of Avalon. Many Subway stores will be closing, however the Avalon store will remain open. The QVCOG is always welcome to have their meeting at the Avalon Municipal Building.

**Motions:**

**Motion:** Motion was made by Jeffrey Weatherby to temporarily appoint Susan Hockenberry to run the meeting for the election of the Quaker Valley Council of Governments officers for the 2018 year. Seconded by Tom Fodi. Motion carried.

**Motion:** Motion was made by Betsy Rengers to nominate Jean-Sebastien Valois as president of the Quaker Valley COG for the year 2018. Seconded by Jeffrey Weatherby. Motion carried.

**Discussion:** Jean-Sebastien Valois accepted his nomination and is honored to continue the great work that we have started. As always inputs are more than welcome. This is how we run very democratic with feedback and open meetings for discussion.

**Motion:** Motion was made by Jeffrey Weatherby to nominate Betsy Rengers as Vice President of the Quaker Valley COG for the year 2018. Seconded by Tom Fodi. Motion carried.

**Discussion:** Betsy Rengers is pleased to accepted her nomination and to continue her services to the QVCOG.

**Motion:** Motion was made by Betsy Rengers to nominate Jeffrey Weatherby as Treasurer of the Quaker Valley COG for the year 2018. Seconded by Tom Fodi. Motion carried.

**Discussion:** The treasurer duties are to sign checks and provide oversight of financial reports.

**Omnibus Motion** was made by Matthew Doebler to approve the December 20, 2017 meeting minutes, Accounts Payable (Bills to Pay) for the period as of January 17, 2018, Bank Reconciliations December 2017, December 2017 Statement of Revenue and Expense and Balance Sheet. Seconded by Tom Fodi. Motion Carried.

**Discussion:** Susan Hockenberry, Three financial statements are provided to the board on a monthly basis: Income Statement-shows income and expense activity, Balance Sheet-snapshot of financial position and Budget to Actual-how well is are plan. These reports reflect two funds, the General Fund and the Community Development Block Grant-CDBG Fund. Our general fund is our operating fund. A discussion on the unaudited December 2017 financial statements occurred.

**Executive Director's Report:** Susan Hockenberry, at this first meeting the topic will be the utilization fee. Long time members of the QVCOG Board of Directors will recall that when we adopted the 2017 Budget as part of the dues discussion there was a decision made to implement a utilization fee. This was base on monies that flow through the COG to the municipalities which represent work of the COG. So that the communities which are the beneficiaries of that work supplement their fixed dues amount with this variable amount. The utilization fee is \$500.00 per application fee per each grant that is applied for plus 2% of revenues received.

About \$14, 000.00 of the 2017 deficit is what we estimated that the utilization fee would generate. It is important that all delegates understand the fees sent to your municipalities. Utilization fees will be intermittent invoices issued as projects proceed.

**Old Business:** ClearGov Agreement, provides online financial transparency. More conversation is necessary with the QVCOG solicitor, Harlan Stone.

**Personnel Committee:**

**New Business:**

**2018 Calendar**-Shared with all members via the team site.

**2018 Projects**-Projects are outlined on the Quaker Valley COG website.

**Strategic Planning** - February 3, 2018

Special meeting to review and discuss the rewrite of the Quaker Valley Council of Governments on January 31, 2018. The by-laws have been written in an easy to understand format.

**Adjournment:**

**Motion:** Paul Getz made a motion to adjourn the meeting, seconded by Jeffrey Weatherby, with all in favor. Meeting was adjourned at **9:15** pm.

**The next meeting will be held on:** February 21,2018 at 7:30 PM, at the Edgeworth Municipal Building, 301 Beaver Road, Edgeworth, PA 15143

Respectfully Submitted,

Susan G. Hockenberry  
Executive Director