

PAC 14 Board Meeting
November 3, 2009, at 4:00 PM
at Salisbury University: Nabb Research Center

Members in attendance: Phil Tilghman, Sue Revelle, Carolyn Widdowson, Angie Jones, Marvin Long, and Elizabeth Bellavance. Mike Goodson and Creig Twilley attended representing PAC 14. Meeting was opened by Mr. Phil Tilghman.

Action-Read and revised, as necessary, the October 6, 2009, minutes. Mrs. Revelle made a motion to accept minutes and Mrs. Widdowson second. Minutes approved by majority.

Agenda Item: Election of officers

Discussion - Mr. Tilghman opened the floor to nominations for open positions of Vice-Chair and Treasurer.

- Mrs. Bellavance was nominated to be Vice-Chair by Mrs. Revelle and second by Mr. Long. The majority voted in favor.
- Mr. Long was nominated to be Treasurer by Mrs. Bellavance and second by Mrs. Revelle. The majority voted in favor.

Agenda Item: By-Laws

Discussion - Mr. Tilghman discussed the submission of the By-Laws to the State.

- PAC 14 is now a corporation according to the state of Maryland.

Action - By-Laws were submitted and PAC 14 is now designated as a Corporation according to the State.

Agenda Item: Conflict of Interest Policy

Discussion - Mr. Tilghman briefly discusses the Conflict of Interest Policy prepared by Ms. Buske.

Action-The Board Members read and discussed the Conflict of Interest Policy. Mr. Long moved to accept the Conflict of Interest Statement and Mrs. Revelle second. Conflict of Interest Statement approved by majority.

Agenda Item: Update of SU Meeting

Discussion - Mr. Tilghman discussed meeting with Rosemary Thomas, Lynn Adkins, and Kim Nechay from SU Foundation. They remain supportive of PAC 14. Rosemary Thomas has agreed to talk with Betty Crocket and the new Provost.

- Per a phone call from Rosemary Thomas to Mr. Tilghman SU and the SU Foundation will continue to provide current services with the exception of payroll.
- Mr. Tilghman discussed obtaining a proposal from accounting firm and setting up a bank account.
- By January 1, 2010 PAC 14 will need to open a bank account and have an accounting firm.

- Proposals to several accounting firms must be submitted to obtain the best offer. Mr. Tilghman has contacted Pigg, Krahl, Stern Company.

Action-An MOU will be established with SU which will reflect the services they will continue to provide. CPA firms will be contacted to obtain the best proposal.

Agenda Item: Tour Public Assess Facility in Carroll County

Discussion - Mr. Tilghman discussed Carroll County Public Access Station has offered to host the PAC 14 Board Members for a visit on November 12, 2009. Visit will include touring the facility and discussing there day to day operation.

Action-Mr. Goodson will ask for additional dates to allow for the opportunity for all board members to attend. Dates will be disseminated to all Board Members via e-mail.

Agenda Item: MOU with City and County

Discussion - Mr. Tilghman discussed Carroll County Public Access Station has offered to host the PAC 14 Board Members for a visit on November 12, 2009. Visit will include touring the facility and discussing there day to day operation.

Action-2009,City Council will discuss the MOU during the Work Session on November 30, 2009, at 6:00 PM. A tentative date with the County Council is set for December to discuss the MOU. Mr. Tilghman will set up a meeting with Rick Pollitt and Mayor James Ireton Jr., to discuss establishing an MOU.

Agenda Item: Policies and Procedures

Discussion - Mr. Goodson and Mr. Twilley are working on Policies a Procedures in conjunction with Mrs. Buske.

Action- The Policies and Procedures will be submitted to the Board for review once established.

Agenda Item: Adjourn

The Chair opened the floor for additional comments, none offered, the meeting was adjourned by Mr. Phil Tilghman, Chair at 6:00 P.M.

- Next meeting December 8, 2009.