

**PAC 14 Board Meeting  
February 2, 2010 at 4:00 PM  
at Salisbury University: Nabb Research Center**

**Members in attendance:** Sue Revelle, Carolyn Widdowson, Marvin Long, Angie Jones, Mark Thompson, and Elizabeth Bellavance. Michael Goodson attended representing PAC 14. Meeting was opened by Mrs. Elizabeth Bellavance.

**Action-Read** and revised, as necessary, the January 5, 2010, minutes. Ms. Jones offered to add for clarity that the air acknowledgement for PNC is not a requirement to receive there free services which was referred to in December 7, 2009 minutes. Mr. Long made a motion to accept minutes and Ms. Jones second. Minutes approved by majority.

**Action-Report** Treasurers Report provided by Mr. Long:

The final audit report from SU Foundation account was \$15,500 check was taken to PKS for deposit on February 2, 2010. There was an amount of \$368.26 withheld for fee of service. Mrs. Bellavance suggested that we determine the amount charged for SU Foundation's fee of service. The County is making monthly payments which was received, the City will make quarterly payments. Mrs. Widdowson made a motion to accept minutes and Mrs. Revelle second. Treasures report approved by majority.

**Agenda Item: City MOU**

**Discussion** - There was discussions about the City's MOU.

**Action-** Mrs. Bellavance will sign the MOU and return to Mayor Jim Ireton.

**Agenda Item: County MOU**

**Discussion** - The County meet in a Work Session to discuss the MOU today.

**Action-** Plan to draft a letter to the City and County Council for the Director to be placed on the e-mail list to receive agenda and work session notifications. Mr. Long made a motion to request that the Director be added to the City and County Council's e-mail list to receive the work session and agenda notifications. Mrs. Revelle second. Motion was approved by majority.

**Agenda Item: Development Committee**

**Discussion** - Discussed establishing a Development Committee. Four community member confirmed from list are Keith Whitelock, George Whitehead, Dr. Michael Scott, and Jerry DiBartalo.

**Action-** Nominated the following Board Members to serve on the Development Committee Mark Thompson, Phil Tilghman, and Marvin Long. Nominated Board Members will contact community members on list to verify there willingness to serve on the committee.

**Agenda Item: Policies and Procedures/Personnel Manual**

**Discussion** - Discussed the Policies and Procedures and the Personnel Manual.

**Action** - Mr. Long made a motion to accept the Policies and Procedures and the Personnel Manual. Mrs. Revelle second. Motion was approved by majority.

**Agenda Item: Volunteer Coordinator**

**Discussion** - Ms. Jones discussed possible options for obtaining, paid volunteer (GOSV), and formats for tracking volunteer hours.

**Action:** Plan is for Ms. Jones to seek grant funding for an AmeriCorps State/National or Volunteer Maryland volunteer coordinator.

**Agenda Item: Adjourn**

The Vice Chair opened the floor for additional comments, none offered, the meeting was adjourned by Mrs. Elizabeth Bellavance, Chair at 5:45 P.M.

- Next meeting March 2, 2010.