



**College Township Industrial Development Authority**  
**Regular Board Meeting Agenda AMENDED**  
**Wednesday, March 15, 2023**  
**9:30am**  
**1481 E. College Ave, State College PA 16801**  
**2<sup>nd</sup> Floor Meeting Room**

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General Meeting Information

College Township offers both in-person and virtual meeting attendance for all public meetings. To attend in-person, meetings will be held at 1481 E. College Avenue, State College PA, 16801, 2<sup>nd</sup> floor meeting room. To attend virtually, please see the information below.

**To Attend the LIVE Meeting Via Zoom on Computer or Smart Phone:**

- [Click HERE to REGISTER for the meeting via Zoom.](#) Once registered, you will receive a confirmation email containing information about joining the meeting.

**To Attend the LIVE Meeting Via Phone:**

- **Dial +1 646 558 8656 • Meeting ID: 821 8667 9348 • Passcode: 376022**

\* [Click here](#) for detailed instructions on how to participate via zoom.

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**CALL TO ORDER**

**L. Hood, Chair**

**CONSENT AGENDA**

**CA-1** February 15, 2023, Regular Meeting Minutes

**COMMUNICATIONS FROM PARTNERS**

**Interim Exec. Director**

**EXECUTIVE DIRECTOR REPORT**

**Interim Exec. Director**

**SECRETARY'S REPORT**

**R. Liddick, Secretary**

**SR-1** Statements of Financial Interest Forms – Due May 1, 2023

**TREASURER'S REPORT**

**L. Kunes, Treasurer**

**TR-1** February Financial Report

**COUNCIL LIASION'S REPORT**

**D. Best, Council Liaison**

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**OLD BUSINESS**

**OB-1** CTIDA Mission Statement; Approval of

**NEW BUSINESS / COMMITTEE REPORTS**

**GOVERNANCE COMMITTEE**

**L. Hood**

- NB-1** Recommend the Chair of the Finance Committee serve on the Governance Committee
- NB-2** Establish a full-time Executive Director position, which will be a direct hire with benefits
- NB-3** Retain The HR Office Inc, 2437 Commercial Blvd., State College PA 16801, to manage the search for Executive Director, for a fee of 25% of the Executive Director's first year's salary
- NB-4** Require all actions approved by the Board have a completion timeline and/or date
- NB-5** Procure a purchase or debit card for the Authority from Truist Bank by March 31, 2023

**MARKETING COMMITTEE**

**R. Forziat**

- NB-6** Recommend approval of preferred CTIDA logo

**LOAN COMMITTEE**

**A. Fragola**

- NB-7** Recommend to the Board to approve the extension of the LOC, dated April 3, 2020, between the CTIDA and Actuated Medical, Inc. to include the following changes to the terms all else remains the same.
  - a.** Interest Rate of 6% Annum, with interest payable in monthly installments (Updates to apply to the Promissory Note and Security Agreement).
- NB-7a** Recommendation from the Loan Committee related to Dominight

**FINANCE COMMITTEE**

**L. Kunes, Chair**

- NB-8** Recommend to the Board to approve a \$50,000.00 2-year Loan between Actuated Medical, Inc. and the CTIDA with the following conditions.
  - a.** Interest rate of 6% Annum
  - b.** Attached Amortization Schedule

**INFORMATIVES**

**As provided**

**ADJOURNMENT**

**Chair**

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