

Lancaster Downtowners Steering Committee

March 6, 2007

Minutes

Present: Jim Kalish, Fred Pargeon, Carolyn Pargeon, Rod Houser, Jane Phillips, Lois Good, LaRue Allen, Hal Allen, Charles Lane, Rod Houser (facilitator)

1. Update Reports—Those present at our February meeting agreed to a variety of assignments. Progress reports presented follow:

- a. Fred spoke a bit with Pat Collier regarding possible funding through LIVE (funding source set up by Mike Sturla – basically walk around money available from the state available to support initiatives of various organizations). Pat made it clear that Kendrin Drowley, director of LIVE is the person rather than her with whom we should be having conversations. Fred will continue effort to contact Kendrin, possibly with help from Gene Aleci. Our timing for possible funding from LIVE is poor in relationship to the time frame in which they make funds available.
- b. Fred also spoke with Randy Riggs who acknowledged our project but did not offer any suggestion of support.
- c. Fred circulated information from Home Instead Senior Care, a national for profit organization with a Lancaster office. Lois pointed out that there are many such services in the Lancaster area.
- d. Jane Phillips and Jim Kalish will meet with Doug Levering of Lancaster County Community Foundation on March 14. Community Foundation provided one time short term funding in varying amounts.
- e. Jane Phillips prepared five one paragraph case studies that demonstrate the types of persons in a variety of situations who could be served by what we envision in Lancaster Downtowners' future.
- f. Rod distributed a one page statement, largely drawn from our website, that could be used to describe Downtowners to potential donors, board members or resource persons.
- g. Rod reported a conversation he had with Jessica King, a young woman with experience in Pittsburgh working with a major non-profit organization. Jessica, who grew up in Lancaster County, will be looking for job opportunities as a consultant when she moves back to Lancaster this summer. Rod distributed her resume. The group showed interest in Jessica's credentials but generally felt that we have more to do in our own start up efforts before we would look to services of a consultant. There is interest in keeping contact with Jessica.
- h. Fred has not made any contact with F&M, but will try to do so before the next meeting.

2. Steering Committee—Persons present at the January meeting had agreed to identify themselves at the start up Steering Committee. Those persons were: Charles Lane, Ken Nissley, Jim Kalish, Lois Good, Gene Aleci, Fred Pargeon, Carolyn Pargeon, Sandy Asher and Rod Houser. (Sandy has since declined participation.) As of this meeting, Jane Phillips, LaRue Allen and Hal Allen have also showed interest. Bob and Nancy Frankhouser may have interest when they return from Florida. It was suggested that we invite Michael Sprunger to participate. Nancy Rogers has indicated interest, but has been unable to attend any meetings. Mimi Shapiro and June Lang have been very active, but unable to attend recent meetings.

A major question at this time is leadership of the group. Rod feels that he does not have the necessary skill set and experience as we move toward issues involving application for grants, establishing ourselves as a non-profit organization and putting a board of directors together. He is interested in continuing as a recorder and general organization for scheduling meetings.

The group turned to Lois and Jane to consider a leadership role. Lois declined, and Jane is considering.

3. General Considerations/Comments—For the rest of the meeting we turned to Jim's prospectus and reviewed Section 1, Startup. Section 1b should be edited to include "as appropriate for interim period.

- Should we be concerned right now defining who we are? Jim suggested not to define too much up front but rather to define the type of services we want to provide.
- How important is an assessment of the needs of our community? This would likely be very important so that we have some justification as we approach potential sources for funding. From comments and polls at the general meetings we have had, we have done at least some preliminary assessment.
- We have two constituencies: persons who know that they need help now, and others who will not admit need, but will have needs possibly sooner rather than later.
- An important list of resource persons who do not attend meetings but are available for assistance is starting to develop. Bill Puffer expressed to be available regarding issues of real estate.
- Can we expect to assess program fees within the first six months? Will there be any programs in that time that people would be willing to pay for?

4. Assignments

- Jim suggested a goal of completely reviewing the prospectus and publishing an updated version.
- Rod will distributed an electronic file of the current document and ask all members of Steering Committee come to next meeting prepared to suggest changes or refinements.

4. Next Meeting—Next meeting is set for Monday evening, April 2, 7 p.m.

Recorded by Rod Houser