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Description automatically generated**PALICA YEAR END BOARD OF DIRECTORS MEETING, NOVEMBER 4, 2022 STATE COLLEGE PA**

**Members Present:** Ron Roncaglione, Richard Cottrell, Michael Martino, Justin Hoover, Dan Micsky, Barry Mutzabaugh Jr., Jeremy Pruskowski, David Cottrell

**Absent:** Gary Theuret, Chris Moore, Steve Latimer, Joe Greco

**Others Present:** Cassie, Evelyn and Trish Cottrell, Crystal Mutzabaugh, Cathy Hoover, Eddy Mahen, Jerry Biuso Jr., Joanie Micsky, Allison Pruskowski

* The Pledge of Allegiance was said and roll call was taken.
* Motion to approve minutes made by Barry Mutzabaugh Jr., seconded by Ron Roncaglione, all were in favor, motion passed.
* **Officers Reports:** Barry Mutzabaugh said he’d comment throughout, Jeremy Pruskowski said he’d been asked about having another Make a Wish & Shriner’s event, Ron Roncaglione had no report, Chris Moore was absent.
* **Executive Directors Report** – Joanie shared a handout recapping the activity since July from the Executive Director’s position.
* **SPECIAL GUESTS:**
* Jerry Biuso and Eddy Mahen spoke about the events they attended and represented PALICA throughout the summer and fall and shared their enthusiasm of PALICA’s growth and potential in 2023. Eddy spoke about his knowledge of government contracts and bidding work and will put on a class for the 2023 convention for those that work within those constraints.
* Eddy Mahen shared that the $18M grant was declined that was applied for to benefit the Veteran’s Educational Foundation. They are still applying for grants and looking at funding options. Jerry mentioned creating a CASE discount program for Groff Equipment and hasn’t heard back from them as to whether they’re interested in pursuing, so he did something similar with Bobcat and Best Line Equipment in PA. Will wait to hear how receptive they are to that. Dan Micsky thanked them for all their support and work with PALICA this past year.
* **Committee Reports**:
* **Associates:** Joanie spoke about a new Associate D.E. Gemmill who will be supplying safety equipment for our Trench Box building class in February as well as the Hard Hats for the Veteran’s Educational program that were auctioned off at the summer National meeting.
* **Scholarships:** Evelyn spoke about the need for people to apply for scholarships as well as the awards that get presented at the convention – asked those in attendance to consider nominating others.

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* **Education & Safety:** Ron Roncaglione spoke about a personal experience with having an employee who got buried in a trench cave in – his employee was able to get out from under the dirt but a municipal employee had to be pulled out of the 4’ hole. OSHA says you don’t need a trench box for 4’ and under but he will be using one the next time he digs. He reported there were 22 deaths in the first half of 2022 according to Equipment World magazine.
* **Legislation & LRP:** Dan said we all understand that the LRP is to continue to get our name out there in the state and grow our membership. He said with the upcoming election, we need to get to know who our new legislators are and help them to understand who PALICA is.
* **Membership:** Joanie reported we have 120 members – dues have been coming in well. $30K has been deposited with $13K still outstanding. Second notices will be going out within the next week or so. Barry spoke about the need for a postcard sized promotional info sheet for PALICA for the times when an entire packet isn’t the right way to go. Joanie will do a mockup of one and send it out to the board for approval and then have them for February to give each member. It would be a large business card to have and use when talking with other contractors. It will list the associates, the benefits, the price of membership, the website to get further info and an application etc. Justin made a motion to have postcards made up, Richard 2nd the motion, all were in favor, motion carried.

**OLD BUSINESS:**

* **Barry spoke about regional shows/events that were attended by members of PALICA’s board** and the exposure that came from that. Ag Progress Days turned out to be a good source of contacts and foot traffic and was recommended we try it again in 2023. 811 Shows are still beneficial for us to do since we have a reciprocal relationship with 811 and it helps us show the partnerships in safety and its importance. Since the DOT events are big draws, we should plan to hold 4 of them throughout the state in 2023 and utilize our associates to facilitate that.
* **Justin suggested looking into having a PALICA booth at PSATS in Hershey next spring**. Joanie will look into it and see how it fits into our 2023 budget after it was discussed that it might be a new opportunity to get PALICA’s name out in that world.
* **Barry and Dan spoke about opportunities to sit on boards, including 811 and LCTI.** Barry will have Joanie fill out an application for LCTI and Dan will speak with Bill Kiger from 811 regarding that seat. The 811 board is a working board made up of many members and the LCTI board helps advise the training of heavy equipment operators. A motion to pursue board seats was made by Justin Hoover and seconded by Barry Mutzabaugh, all were in favor, motion carried.
* **The Camp Freedom project was discussed a**s to what needs to be done and what makes sense to try and do. It was decided that David Cottrell would visit the camp and meet with the director Matt to see what needs done, what’s there for landscape and what functional machines he has available to utilize. Jerry Biuso said he’d be discussing how this project could be incorporated into National LICA and if he could get other chapters to commit to coming to PA and working for a few days at a time to accomplish their wish list. He will be in touch with Matt as well.

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**NEW BUSINESS:**

* **Joanie spoke about the need to create and live within a budget** now that we’ve increased our spending doing all the new marketing and events that all cost funds as well as membership numbers decreasing over past 2 years for various reasons. She ran through a preliminary budget for 2023 and will continue to monitor it and report to the board on how close we’re within it. Joanie said the need to gain new members consistently will help us maintain the level of spending we did in 2022. That level was due to Covid and not having conventions or events in 2020 and 2021 for the most part. That enables us to compile surplus funds that enabled us to purchase equipment and promotional travel boards, new member welcome items etc. that won’t be a yearly expense now that they’ve been purchased. A second projector was purchased for eastern PA as well as travel boards and a tent for each side of the state for outdoor shows. A motion to create and monitor a budget for 2023 was made by David Cottrell and seconded by Barry Mutzabaugh. All were in favor, motion carried.
* **Joanie was asked to contact the associate members and see if they’d be willing to contribute money towards t-shirts** with the large PALICA triangle on front and those that was to contribute will get their name on it. Pricing will be needed first and possibly a few prototypes for the convention to give the Associates a chance to see what they would look like and decide if they wanted to participate. They will be used for new members’ welcome packets and to give away at events. Justin Hoover made a motion to create new shirts, David Cottrell 2nd, everyone was in favor, motion carried.
* **Joanie spoke about the upcoming convention in February** and the tentative agenda was reviewed and discussed with some changes still to come before being able to finalize. Some suggestions were made as to what members would like to have the speakers’ address.
* Evelyn asked about the ladies’ activities that will be available for the convention and Joanie spoke about an offsite cooking class and an onsite flower succulent wreath making class. The cost for both days would run about $90/pp but **PALICA will cover ½ that cost to take it down to $45 pp to encourage participation. A motion was made to have PALICA cover half of the ladies’ activities by Justin Hoover and 2nd by David Cottrell. All were in favor, motion carried.**
* It was discussed that since National LICA and Eddy Mahan have been so helpful to PALICA and since our current scholarship fund had almost $9,000 in it, we could donate a percentage of our scholarship auction in February proceeds to the Veterans Education Fund and surprise Eddy and Jerry. After discussion it was decided that people bidding would be made aware of the fact that part of the proceeds would be donated in that regard, and it was motioned by Jeremy PruskowsKi to donate 30% of auction proceeds in February and seconded by David Cottrell. All were in favor, motion carried.

**Final Comments:** Dan Micsky spoke about the need to promote PALICA as an association with benefits and not a social club; friendships and socialization come as members get to know one another.

**Motion to adjourn came at 1:03pm by David Cottrell, seconded by Justin Hoover. Next meeting will be Thursday, February 23rd at Toftree’s Golf Resort along with the Annual Meeting.**