

Meeting of the Board
STATE PUBLIC SCHOOL BUILDING AUTHORITY
June 16, 2020
Meeting is by Conference Call
10:00 a.m. Prevailing Time

MINUTES

1. Call to Order, Filing of Proof of Sunshine Notice and of Sending Notice of the Meeting, and Announcement of Quorum
2. Approval of the Minutes of the Meeting of March 11, 2020
3. Financial Reports for the Months of February, March and April 2020
4. Revolving Loan Fund
5. Investment Activity
6. 2020–2021 Fiscal Year Administrative Fund Budget
7. Audit Committee Entrance Conference & Investment Policy Annual Review
8. Old Business
 - A. Executive Director’s Update
9. New Business
10. Adjournment

CALL TO ORDER, FILING OF PROOF OF SUNSHINE NOTICE AND OF SENDING NOTICE OF THE MEETING AND ANNOUNCEMENT OF QUORUM

With a quorum of the Board being present, the meeting of the Board of the State Public School Building Authority was called to order on Tuesday, June 16, 2020 at 10:00 a.m. prevailing time. The meeting was held by conference call, due to the Covid-19 pandemic and in accordance with the Governor's Declaration of a State of Emergency for the Commonwealth of Pennsylvania due to a public health emergency dated March 6, 2020. The proof of the Sunshine advertisement and certification in regard to sending the notice of the meeting is attached to these minutes and identified as Appendix "A". It was noted that the meeting was being recorded.

Chairperson Heuer asked if there were any members of the public on the call and if there were, did they have any comments or questions about any item on the agenda. There were no members of the public on the call, therefore no comments or questions.

Board Members Participating by Conference Call

Steven Heuer, (Proxy for Governor Thomas W. Wolf)
Alaina Koltash, (Proxy for Representative Curtis G. Sonney)
Linda Dolfi, (Proxy for Representative Anthony M. DeLuca)
Jennifer Langan, (Proxy for Treasurer Joseph M. Torsella)
Christal Pike-Nase, (Proxy for Auditor General Eugene A. DePasquale)
Secretary of General Services Curtis M. Topper

Board Members Absent

Senator Wayne Langerholc, Jr.
Senator Andrew E. Dinniman
Secretary of Education Pedro A. Rivera

Authority Personnel Participating by Conference Call

Eric Gutshall, Executive Director
Beverly Nawa, Director of Operations
David Player, Comptroller

Also Participating by Conference Call

William McCarty, Authority Counsel, Barley Snyder LLP
Penny LaFoe, Assistant to Christal Pike-Nase, Department of the Auditor

2. APPROVAL OF THE MINUTES OF THE MEETING OF MARCH 11, 2020

A copy of the minutes of the meeting of March 11, 2020, was distributed to the Board Members prior to this meeting. It is therefore recommended that consideration be given to the adoption of the following Resolution:

RESOLVED That the minutes of the SPSBA meeting of March 11, 2020, be and hereby are approved as presented.

Upon **MOTION** by **Ms. Pike-Nase**, and **SECONDED** by **Ms. Langan** and after full discussion, the above Resolution was unanimously approved at the SPSBA Board Meeting of June 16, 2020.

3. FINANCIAL REPORTS FOR THE MONTHS OF FEBRUARY, MARCH AND APRIL 2020

The Financial Reports for the months of February, March and April 2020 were emailed to Board Members prior to this meeting.

It is recommended that consideration be given to the adoption of the following Resolution:

RESOLVED That the Financial Reports of the State Public School Building Authority for the months of February, March and April 2020 as received by this Board, be accepted and filed with the minutes of this meeting.

Upon **MOTION** by **Ms. Pike-Nase**, and after full discussion, the above Resolution was unanimously approved at the SPSBA Board Meeting of June 16, 2020.

4. REVOLVING LOAN FUND

Mr. Gutshall explained that the Authority closed a loan to the Community College of Beaver County in May for \$464,000. The funds will be used to purchase computers and related equipment. We also have 3 pending loans. We will loan \$135,000 to Pennsylvania Highlands Community College for computer purchases; \$936,000 to Admiral Peary AVTS for roof replacement and HVAC repair; and \$947,000 Community College of Allegheny County for computer purchases.

Chairperson Heuer asked if board members had any questions, and hearing none, he moved to the next agenda item.

5. INVESTMENT ACTIVITY

Mr. Gutshall explained that a \$2,250,000 CD matured on 5/14/20. The proceeds were deposited with Treasury's INVEST Program and will be used to fund revolving loans. Dave is available to answer questions.

Chairperson Heuer asked if board members had any questions and hearing none, he moved to the Administrative Fund Budget.

6. 2020-2021 FISCAL YEAR ADMINISTRATIVE FUND BUDGET

Chairperson Heuer explained that a copy of the 2020-2021 budget was e-mailed to board members. Chairperson Heuer asked Secretary Topper, as head of the Budget Committee, if he would like to offer any comments.

Secretary Topper indicated that he had no additional comments other than what was already circulated to the group.

Chairperson Heuer asked if Mr. Gutshall or Mr. Player wanted to add anything and they both indicated that they did not.

Chairperson Heuer asked if board members had any questions, and hearing none, he asked for a motion to approve the Administrative Fund Budget.

RESOLUTION APPROVING THE 2020-2021 FISCAL YEAR ADMINISTRATIVE FUND BUDGET

WHEREAS, the Administrative Budget for the State Public School Building Authority for the period July 1, 2020, through June 30, 2021, has been reviewed and recommended for approval by the Authority's Budget Committee.

NOW, THEREFORE, BE IT

RESOLVED That the Authority's Administrative Budget of \$1,707,000 for the fiscal year July 1, 2020, through June 30, 2021 be approved; AND BE IT

FURTHER RESOLVED That the Executive Director be authorized to approve changes or revisions within account allocations consistent with the limits of the Authority Budget herein approved; AND BE IT

FURTHER RESOLVED That a copy of the 2020-2021 Budget, as approved, be filed with the minutes of this meeting.

Upon **MOTION** by **Ms. Pike-Nase**, and **SECONDED** by **Ms. Dolfi**, and after full discussion, the above Resolution was unanimously approved at the SPSBA Board Meeting of June 16, 2020.

7. AUDIT COMMITTEE ENTRANCE CONFERENCE & INVESTMENT POLICY ANNUAL REVIEW

Chairperson Heuer explained that the Audit Committee had a conference call with the auditors on June 5th. Chairperson Heuer asked Ms. Pike-Nase, as chair of the Audit Committee, if she had any comments about the meeting.

Ms. Pike-Nase explained that the Audit Committee conducted a conference call on Friday, June 5, 2020 for the entrance conference with our independent auditors to review the audited financial statements and audit charter. Maher Duessel is the Authority's independent auditor and one of its principals, Jennifer CruverKibi participated in the call.

Jennifer reviewed the approach and timing of the audit. The draft financial statements are anticipated to be provided by August 24th and the final financial statements are to be issued by August 28th. Jennifer noted that the GASB has delayed implementation of two new standards that would apply to the Authority because of the Covid-19 pandemic. GASB 87 pertaining to leases is now delayed until June 30, 2022 and GASB 91 pertaining to Conduit Debt Obligations is now delayed until June 30, 2023.

The Committee did not have any changes to the investment policy as part of the annual review. The Committee also requested that Jennifer conduct an analysis of the Authority's projects, including prior, current and anticipated future projects. The conference call went very well and we anticipate a good audit process this year.

Chairperson Heuer asked if board members had any questions, and hearing none, he moved to old business.

8. OLD BUSINESS

A. Executive Director's Update

Mr. Gutshall explained that we were hoping to bring Widener University's resolution to the board at this meeting, but unfortunately they are a little behind. The University has secured Ballard Spahr as their bond counsel, so we anticipate bringing a resolution to the board in July or August.

We were also contacted by Northampton County Community College and they plan to issue through us in the late summer.

We have talked to other institutions, but nothing as concrete as these two deals.

Chairperson Heuer asked if there was any other old business to come before the board, and hearing none, he moved to new business.

9. NEW BUSINESS

Chairperson Heuer asked if there was any new business to come before the board, and hearing none, he asked for a motion to adjourn.

10. ADJOURNMENT

There being no further business to come before the Board at this time, and upon **MOTION** by **Ms. Pike-Nase**, the SPSBA Board Meeting was adjourned at 10:10 a.m.

SUNSHINE ACT MEETING NOTICES, THURSDAY, JUNE 11, 2020 NOTE

Note that due to Covid-19 the meetings below are virtual only. Please utilize the ADA contact name listed below if you need an accommodation due to a disability, to check on the meeting status, to inquire about phone/online participation options, etc. Meetings below may be recorded.

Rescheduled, BPOA State Board of Psychology Meeting, 6/15/2020, 9 AM, Conf. Call: 1-408-418-9388, Access code: 129 077 1427, Contact: Theodore Stauffer 717-775-8147

Special, State Public School Building Authority, PA Higher Educational Facilities Authority Meeting, 6/16/2020, 10 AM, Conf. Call: 717-975-2216, or 888-852-3744, Access Code: 2846, Contact: Bev Nawa 717-975-2204

Rescheduled, BPOA State Board of Pharmacy Meeting, 6/16/2020, 9 AM, Conf. Call: 1-408-418-9388, Access code: 129 108 3128, Contact: Theodore Stauffer 717-775-8147

PA State Charter School Appeal Board (CAB), 6/16/2020, 1 PM, Conf. Call: 877 369 0926, Access Code: 921 8545 0767, Via Zoom: [https://paiu.zoom.us/j/921 8545 0767](https://paiu.zoom.us/j/921_8545_0767); Password: 605817, Contact: Susan Hosler 717-783-6949, Contact : Susan Hosler 717-783-6949 or preferably shosler@pa.gov.

Environmental Quality Board (EQB) Virtual Meeting, 6/16/2020, 9 AM, Conf. Call: 1-415-655-0003, Access code: 795015418 , Contact: Laura Edinger 717-772-3277

Rescheduled, BPOA: State Board of Podiatry Meeting, 6/17/2020, 9 AM, Conf. Call: 1-408-418-9388, Access code: 129 767 3186, Contact: Theodore Stauffer 717-775-8147

Special, State Civil Service Commission Meeting, 6/17/2020, 10:30 AM, Conf. Call: 877-953-3701, Access Code: 48064506, Contact: Michele Whiting 717-787-3094

Cancelled, Cleanup Standards and Scientific Advisory Board Meeting, 6/18/2020, 9:30 AM, Rachel Carson Bldg., Rm. 105, 400 Market St., Harrisburg, PA, Contact: Diana Welker 717-787-7566

DOH Infant Hearing Screening Advisory Committee Meeting, 6/18/2020, 1 PM, Conf. Call: 1-267-332-8737, Access Code: 368306915#, Contact: Kristen Bradley 717-783-2500

Municipal Police Officers' Education & Training Commission, Quarterly Commission Meeting , 6/18/2020, 8:30 AM and 11:30 AM, Conf. Call: 267-332-8737, ID 387932346#, Contact: Sheila A. Wetzel 717-346-7750

Appeared in: **Patriot-News** on Thursday, 06/11/2020

Appendix A

STATE PUBLIC SCHOOL BUILDING AUTHORITY
PENNSYLVANIA HIGHER EDUCATIONAL FACILITIES AUTHORITY
Notice of the Meetings of the Boards to be Held
June 16, 2020

The State Public School Building Authority and the Pennsylvania Higher Educational Facilities Authority Boards will meet on **Tuesday, June 16, 2020**, at **10:00 a.m., by conference call**. The meetings are to: (a) approve projects for financing; and (b) consider other matters as may properly come before the Board.

Please complete the attached response and return to Bev Nawa via e-mail.

Sincerely,

Eric Gutshall
Executive Director

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Appendix A

Harrisburg, PA

I CERTIFY that the notice on the previous page for the June 16, 2020, meetings was dispatched to the following on June 3, 2020, at the addresses indicated, constituting all of the members of the Board of the State Public School Building Authority.

Steven S. Heuer, Proxy for Governor Wolf
stheuer@pa.gov

Wayne Langerholc Jr., Designated by the President Pro Tempore of the Senate
wlangerholc@pasen.gov

Andrew E. Dinniman, Designated by the Minority Leader of the Senate
andy@pasenate.com

Curtis G. Sonney, Designated by the Speaker of the House of Representatives
csonney@pahousegop.com

Anthony M. DeLuca, Designated by the Minority Leader of the House of Representatives
ldolfi@pahouse.net

Joseph M. Torsella, State Treasurer
hshaffer@patreasury.gov

Eugene A. DePasquale, Auditor General
plafoe@auditorgen.gov

Curtis M. Topper, Secretary of General Services
cutopper@pa.gov

Pedro A. Rivera, Secretary of Education
psherts@pa.gov

GIVEN under my hand and seal this 3rd day of June 2020.

Eric Gutshall

Executive Director
State Public School Building Authority
Pennsylvania Higher Educational Facilities Authority

Appendix A