The Board of Directors met at 4:00 PM on Tuesday, December 1, 2009 in the Hunt Conference Room on the 23rd floor of the Regional Enterprise Tower. Present were: Chair, Ms. Dusty Kirk, Mr. Rick Pierchalski, Mr. Dan Griffin, Mr. Stan Parker, Ms. Connie Yarris, Dr. Herman Jones, Mr. Rob Jones, Chief Counsel, Jim Norris, Executive Director, David Donahoe and staff as well as members of the public. Notice of the meeting was published in accordance with the Act and By-laws and on the ARAD Website.

Public Comment/Hearing Period

The Chair called on the following speakers:

1. Sharon McRae of the Shaler Library thanked the Board for support of libraries, particularly during difficult economic times. She expressed concern that the proposed library distribution formula did not adequately take into consideration library performance. She also said that it was important to get the local support factor right.

2. Cynthia Richey of the Mt. Lebanon Library thanked the Board for its commitment to libraries. She spoke against the proposed ACLA formula stating that it does not meet RAD’s objectives since it was not simple, equitable and did not support all distressed libraries or leverage local financial support or reward performance. She also described the ACLA meeting to review the proposal as chaotic and that member’s feared retribution if they did not support the proposal. She suggested that RAD take charge of the process of formula development.

Ms. Kirk and Mr. Griffin asked Ms. Richey to explain what retribution members feared since the library grants were based on formulas and funds could not be withheld from individual libraries. Ms. Richey said that there was peer pressure to approve the formula and that efforts to enlist a secret ballot were rejected. She also said that there were some discretionary grants under ACLA’s control. Mr. Griffin asked Ms. Richey why members went from opposition to support of the revised formula. Ms. Richey said that there was a concern expressed that RAD expected a revised formula in time for its December meeting. Mr. Griffin then asked what members thought would occur if no agreement was reached and Ms. Richey said that members believed RAD might stop funding libraries.

3. Christopher Cahillane, President of the Mt. Lebanon Library Trustees thanked the Board for its prior support and stated Mt. Lebanon’s opposition to the proposed ACLA formula for the reasons cited by prior speakers. He described ACLA as more divided than ever and suggested that an outside expert should be engaged to develop a new formula.

Mr. R. Jones asked Mr. Cahillane where he thought the breakdown in the process occurred since the RAD Board rejected the earlier proposal. Mr. Cahillane said he thought the ACLA review was rushed despite the best intentions of those involved.
Minutes

Ms. Kirk asked for consideration of the minutes from the meeting of September 29, 2009 and, the special meeting of October 21, 2009 and whether there were any additions or corrections. As there were none, Mr. Pierchalski motioned for approval with Ms. Yarris seconding and the minutes were approved unanimously.

Treasurer’s Report

Ms. Kirk called on Mr. Parker to give the following Treasurer’s Report:

Board Members:

Tax revenue through November totals $72.7 million, which is $2.1 million or 2.8% lower than through the same period last year. Since my last report in September, the District has received two months of revenue, which combined were 4.5% lower than the same two months of 2008. The Allocations Committee will have additional information and analysis in their report later in the meeting.

Payments from the grant fund through November total $70.3 million with $9.9 million left to be paid out or carried over at the end of the year.

Interest rates available to the District fell even further in October and November. Rates for timed investments are now between point two and point three per cent, no better than the daily investment rates. As a result of the severe rate decline, RAD’s investment earnings will drop from $729,000 in 2008 to approximately $150,000 by the end of 2009, or about 80% in one year. The projection for next year reduces that amount even further. Investment earnings have contributed over $14 million to our grant fund over the years so we are hoping to see the rates begin to turn around next year.

I am pleased to report that the District is now making all grant payments electronically providing assets with quicker access to funds. Through the cooperation of our depository bank, Citizens Bank of Pennsylvania, this has been accomplished at no additional cost to the District. Soon we will be implementing electronic payments in our administrative account as well as on line filing of asset close out reports. These improvements along with changes in the grant processing system are making the District more efficient and saving cost growth at the same time.

Either the Executive Director or I are available to answer any questions.

Submitted by
Stan Parker, Treasurer

As there were no questions from the Board, the Chair asked that this report be received and filed.

Allocations Committee Report

The Chair then called on Mr. Pierchalski to deliver the Allocations Committee report.
Board Members:

We are submitting a resolution providing for adoption of the 2010 budget. The total amount of the budget, $79.4 million, remains unchanged from the preliminary budget released on September 29th. Also unchanged is the recommendation for the support of parks and libraries at their current level.

The budget provides grants to 89 organizations and maintains the historic distribution of funds with libraries receiving 32% of the budget, parks 31%, sports facilities 18%, regional facilities including the Zoo, Phipps and the Aviary 9% and arts and cultural organizations 9%. Funding for District operations would remain at under 1% of budget.

The budget also includes a $250,000 allocation for Connection Grants designed to encourage and assist assets in efforts to consolidate operations and programs. The Connections Committee will be making the first in a series of recommendations under this program. The balance will remain available during the year to consider new proposals.

Since we last met the District has received two additional revenue reports, October and November. Both returns were lower than last year by 5.5% and 3.7% respectively. The average decline from prior year during the first half of 2009 was 1.9% a month, the average since June is 4.4% a month. This increasingly negative trend shows that the unemployment rate is yielding lower consumer confidence and lower discretionary spending.

There is some evidence of economic recovery, but it has not yet resulted in employment gains. Therefore, the revenue projection for next year assumes revenue reductions during the first half of the year with a leveling out during the second half of the year. We will continue to monitor the trends and recommend adjustments as needed.

While the budget total remains unchanged, the committee is recommending several modifications within the plan. First, there would be no match requirement for the capital grant to the David Lawrence Convention Center. We had hoped that requiring the match would encourage the Sports and Exhibition Authority and Visit Pittsburgh to seriously examine the allocation of hotel tax funds to the center’s operations and marketing. Although our recommendation has not been accepted, we remain hopeful that this will occur in the future. For now, we will assist the SEA in addressing the maintenance needs of the center next year. We have also shifted $50,000 in capital funds to operations for the Boyce Mayview Regional Park to better reflect their needs. In both cases, the total grants to these assets next year remain as proposed in the preliminary budget.

As we noted in our prior report, the fact that we can deliver this proposal with a modest 1% spending reduction overall indicates the value that the dedicated RAD fund has to our community. While we are spending more than we project taking in, we believe the use of reserves to bridge the gap is a manageable and necessary risk to sustain our assets particularly given the declines in contributed support from other sources.

Thanks to the board members, assets and RAD staff for their assistance during the development of the 2010 budget. Attached is a summary of the allocations recommended and the budget resolution.

Submitted by

Dan Griffin, Stan Parker and Rick Pierchalski
Allocations Committee
To provide for the operating budget and capital budget of the Allegheny Regional Asset District for the fiscal year beginning January 1, 2010 and ending December 31, 2010 and for the payment of bills remaining unpaid at the close of the fiscal year ending December 31, 2009.

Section 1. Definitions. The following words and phrases when used in this resolution shall have the meanings given to them in this section unless the context clearly indicates otherwise:

“Act” - Section 2 and 3 of the Act of December 22, 1993 (P.L. 529, No. 77) adding Article XXXI-B to the act of July 28, 1953 (P.L. 723, No. 230), known as the Second Class County Code.

“Additional Sales and Use Tax” - The tax imposed by Allegheny County pursuant to Section 3152-B of the Act.

“Board” - The Board of the District.

“Budgetary Reserve” - The amount of fund balance reserved for grant making held in the Sales Tax Revenue Fund.

“Capital” – Grants made for specific capital projects as outlined in applications submitted for 2010 funding and subject to restrictions as noted.

“City” - The City of Pittsburgh.

“County” - Allegheny County.

“District” - The Allegheny Regional Asset District.

“Expenses and maintenance” - Reasonable and necessary expenditures of the District’s and Assets’ operation and administration.

“General Fund” - The account used to pay the cost of the District’s operations, including funds received from the Special Revenue Fund, interest earned on deposits and any other miscellaneous revenues.

“Operating” – Grants made for general operating purposes as outlined in the application submitted for 2010 funding.

“Sales and Use Tax Fund” - The Allegheny Regional Asset District Sales and Use Tax Fund as established by Section 3157-B of the Act.

“Sales Tax Revenue Fund” - Account used by the District to make operating and capital grants to regional assets and transfers to the General Fund. Amounts to be deposited to the Special Revenue Fund include all funds received from the Sales and Use Tax Fund, earnings on funds, contributions from public and private sources, and any grants rejected by regional assets, or which have been awarded and lapsed.

“Schedule Employees” – All employees of the district except for the Executive Director who shall be deemed an “Executive Employee”.

Section 2. Amounts Available for Expenditure.

(a) Available Special Revenue Fund Balance. The amount of the sales tax revenue fund available to the District for expenditure as authorized by the Act shall be the balance on deposit in the account on December 31, 2009, plus the official estimate of amounts to be received by the account in 2010, plus any deferred revenue, less amounts encumbered by a budget resolution or executive authorization.

(b) Official Estimates. The Board shall make an official estimate of amounts to be deposited to the sales tax revenue fund prior to December 1 and July 1 of each year and at other times as deemed appropriate by the Board.

(C) Official Estimates for 2010. The official estimate of amounts to be received by the sales tax revenue fund during calendar year 2010 is $76,600,000 from additional sales and use tax; $85,000 from interest earnings and $2,762,286 of budgetary reserve for a total of $79,447,286.
Section 3. Expenditure of Funds

(a) Authorization. The appropriate officers of the District may expend money from the sales tax revenue and general funds only for expenditures authorized in this budget resolution or other resolutions duly adopted by the Board of the District. The expenditure procedure shall be in accordance with the Administrative Procedures and Employee Guidelines.

(b) Limitation. Expenditures or transfer funds may not be made in excess of the available balance.

(c) Use of Budgetary Reserve. The budgetary reserve may be utilized as provided in the official estimate for 2010, in the event that actual revenues of the District in 2010 are less than the official estimate, or otherwise upon direction of the Board.

(d) Withholding of Funds. The District may withhold up to 10% of grants paid during the first six months of the year or until it determines, in its sole discretion, that it will have sufficient funds to meet obligations and maintain an appropriate reserve. The Executive Director is authorized to develop a payment schedule to implement this provision.

Section 4. Operating and Capital Budget.

The sums set forth on Exhibit A, or as much thereof as may be necessary, are hereby specifically authorized to be expended from the Sales Tax Revenue Fund for the purposes hereinafter set forth in Exhibit A for the fiscal year beginning January 1, 2010.

Section 5. Capital Projects Budget.

The capital projects authorized may not be substituted without prior consent of the District Board. By statute, the capital allocation to the county and city parks must equal at least 1% of the total tax revenue received by the District in 2010 and, therefore, may be adjusted to meet this requirement if needed once tax revenues have been received for the year.

Section 6. General Fund.

The expenditures set forth in Exhibit B attached hereto are authorized to be made from the General Fund, subject to the Administrative Procedures and Employee Guidelines as adopted by the Board from time to time. In addition, the amounts transferred to this account from the Sales Tax Revenue Fund shall not exceed the amount of actual expenditures unless otherwise authorized by the Board. Total expenditures may not exceed the total budget unless authorized by the Board.

Section 7. Conditions.

Money may not be expended for grants to a regional asset as authorized by this resolution unless:

1. A cooperation and support agreement, and/or capital development agreement, as appropriate, has been duly executed and delivered to the District;

2. The regional asset is in compliance with the provisions of agreements with the District; and

3. District funds granted to a regional asset are utilized by the regional asset in a manner consistent with its 2010 application submitted to the District.

Section 8. Execution of Agreements.

The Executive Director is authorized on behalf of the District to establish a schedule for release of and execution cooperation and support agreements and amendments to agreements with the regional assets consistent with this resolution. The form of the agreements shall be approved by Chief Counsel.

Section 9. Lapsing of Unused Funds.

All authorizations to expend money from the Special Revenue Fund shall expire on December 31, 2010 except for capital grants which shall expire two years from the date the contract is issued by the District.

Section 10. Monthly Statement.

The Executive Director shall prepare a monthly statement of the activity in all accounts, including a detailed statement of expenditures. A copy of this report will be
forwarded to each Board member within thirty (30) days of the close of each month and will be available for public inspection at the District office.

Section 11. Exhibits. The exhibits referenced in this resolution and attached hereto are hereby incorporated as a part of this resolution. Staff is authorized to adjust totals in the resolution to match the final allocations adopted by the Board.

Section 12. Effective Date. This resolution shall take effect immediately.


Exhibit A – Special Revenue Fund Allocations

<table>
<thead>
<tr>
<th>Name</th>
<th>2010 Operating</th>
<th>2010 Capital</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractual Assets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Allegheny County Library Association</td>
<td>$ 5,600,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Allegheny County Regional Parks</td>
<td>$ 17,000,000</td>
<td>$ 766,000</td>
<td>Capital for new playgrounds, new pavilions, pool upgrades</td>
</tr>
<tr>
<td>National Aviary in Pittsburgh</td>
<td>$ 1,031,355</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carnegie Library of Pittsburgh</td>
<td>$ 17,600,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carnegie Library of Pittsburgh - EIN Grant</td>
<td>$ 2,452,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carnegie Museums of Pittsburgh</td>
<td>$ 2,691,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of McKeensport Regional Park</td>
<td>$ 600,126</td>
<td>$ 53,400</td>
<td>Capital for trail upgrade, tree replacement program, ball field renovations, parking lot repairs</td>
</tr>
<tr>
<td>City of Pittsburgh Regional Parks</td>
<td>$ 4,702,000</td>
<td>$ 766,000</td>
<td>Capital for sidewalk, wall, fence and step repairs, park road paving</td>
</tr>
<tr>
<td>Phipps Conservatory &amp; Botanical Gardens</td>
<td>$ 2,027,610</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Zoo &amp; PPG Aquarium</td>
<td>$ 3,191,565</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Contractual</td>
<td>$ 56,895,656</td>
<td>$ 1,585,400</td>
<td></td>
</tr>
<tr>
<td>Multi Year Agreements</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SEA-Regional Destination Financing Plan</td>
<td>$ 13,400,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SEA- Arena Debt Service</td>
<td>$ 965,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Multi Year</td>
<td>$ 14,365,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>2010 Operating</td>
<td>2010 Capital</td>
<td>Notes</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>----------------</td>
<td>--------------</td>
<td>------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Connection Grants</strong></td>
<td></td>
<td></td>
<td>This fund will be used to award project grants to assets working to share service and combine resources to save overhead costs</td>
</tr>
<tr>
<td></td>
<td>$ 250,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Annual Grants</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Afro American Music Institute</td>
<td>$ 22,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Allegheny Land Trust</td>
<td>$ 7,500</td>
<td>$ 57,000</td>
<td>Capital for Montour Trail Extension to airport</td>
</tr>
<tr>
<td>All-Kiski Valley Historical Society</td>
<td>$ 2,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>American Jewish Museum of the JCC</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Artists Image Resource</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Associated Artists</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attack Theater</td>
<td>$ 9,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audubon Society of W Pa</td>
<td>$ 10,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August Wilson Ctr. for African American Culture</td>
<td>$ 247,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Avonworth Municipal Authority</td>
<td>$ 27,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bach Choir of Pittsburgh</td>
<td>$ 4,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bulgarian Nat. Educ.&amp; Cult. Ctr.</td>
<td>$ 4,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Calliope</td>
<td>$ 6,750</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chatham Baroque</td>
<td>$ 10,800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Children's Festival Chorus</td>
<td>$ 8,100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Children's Museum of Pittsburgh</td>
<td>$ 180,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City Theatre Company</td>
<td>$ 72,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Theater Project Corporation</td>
<td>$ 15,750</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dance Alloy</td>
<td>$ 22,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Edgewood Symphony</td>
<td>$ 2,880</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Frick Art &amp; Historical Center</td>
<td>$ 45,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FOR-The Father Ryan Arts Center</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gateway to the Arts</td>
<td>$ 27,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>2010 Operating</td>
<td>2010 Capital</td>
<td>Notes</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>----------------</td>
<td>--------------</td>
<td>-------</td>
</tr>
<tr>
<td>Gemini Theater Company</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Greater Pittsburgh Arts Council</td>
<td>$ 54,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Historical Society of Western PA</td>
<td>$ 460,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jazz Workshop</td>
<td>$ 4,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kuntu Repertory Theatre</td>
<td>$ 25,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manchester Craftsmen's Guild</td>
<td>$ 180,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mattress Factory</td>
<td>$ 36,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>McKeesport Symphony Society</td>
<td>$ 7,650</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mendelssohn Choir of Pittsburgh</td>
<td>$ 9,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Hazlett Theater Ctr. For the Performing Arts</td>
<td>$ 7,200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Horizon Theater</td>
<td>$ 13,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>North Hills Art Center</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>North Suburban Symphonic Band</td>
<td>$ 1,800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opera Theater of Pittsburgh</td>
<td>$ 8,100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Ballet Theatre</td>
<td>$ 108,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Camerata</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Chamber Music Society</td>
<td>$ 7,200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Civic Light Opera</td>
<td>$ 103,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Civic Orchestra</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Community Broadcasting-WYEP</td>
<td>$ 22,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Concert Chorale</td>
<td>$ 3,600</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Cultural Trust</td>
<td>$ 693,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Filmmakers/Pgh. Center for the Arts</td>
<td>$ 180,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Glass Center</td>
<td>$ 27,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Irish &amp; Classical Theater</td>
<td>$ 27,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Musical Theater</td>
<td>$ 36,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh New Music Ensemble</td>
<td>$ 4,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>2010 Operating</td>
<td>2010 Capital</td>
<td>Notes</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>----------------</td>
<td>--------------</td>
<td>------------------------------------------------------------</td>
</tr>
<tr>
<td>Pittsburgh Opera, Inc.</td>
<td>$ 117,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Philharmonic</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Playwrights Theatre Co.</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Public Theatre</td>
<td>$ 117,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Symphony Society</td>
<td>$ 900,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Youth Ballet</td>
<td>$ 4,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pittsburgh Youth Symphony</td>
<td>$ 8,100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prime Stage</td>
<td>$ 8,100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quantum Theatre</td>
<td>$ 8,100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renaissance &amp; Baroque Society</td>
<td>$ 7,200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renaissance City Choirs</td>
<td>$ 3,600</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renaissance City Wind Society</td>
<td>$ 3,150</td>
<td></td>
<td></td>
</tr>
<tr>
<td>River City Brass Band</td>
<td>$ 81,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>River Quest (Pittsburgh Voyager)</td>
<td>$ 7,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Saltworks Theatre Company</td>
<td>$ 18,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Silver Eye Center for Photography</td>
<td>$ 9,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Society for Contemporary Craft</td>
<td>$ 45,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Soldiers &amp; Sailors Memorial Hall</td>
<td>$ 202,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>South Hills Chorale</td>
<td>$ 4,050</td>
<td></td>
<td></td>
</tr>
<tr>
<td>South Park Theatre</td>
<td>$ 6,750</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sports &amp; Exhibition Authority</td>
<td>$ 500,000</td>
<td>$ 250,000</td>
<td>Capital Grant for repairs to convention center</td>
</tr>
<tr>
<td>Sprout Fund</td>
<td>$ 2,250</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweetwater Center for the Arts</td>
<td>$ 31,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Three Rivers Young Peoples Orchestra</td>
<td>$ 9,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuesday Musical Club</td>
<td>$ 3,600</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Upper St. Clair Township Regional Park</td>
<td>$ 185,000</td>
<td>$ 200,000</td>
<td>Capital for signage, park equipment, perimeter trail extension, erosion control project</td>
</tr>
<tr>
<td>Name</td>
<td>2010 Operating</td>
<td>2010 Capital</td>
<td>Notes</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>----------------</td>
<td>--------------</td>
<td>-------</td>
</tr>
<tr>
<td>Venture Outdoors</td>
<td>$ 17,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Western PA. Conservancy</td>
<td>$ 50,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WQED Multi-Media</td>
<td>$ 90,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Access and Opportunity Grants</td>
<td>$ 10,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Annual</strong></td>
<td><strong>$ 5,216,730</strong></td>
<td><strong>$ 507,000</strong></td>
<td></td>
</tr>
</tbody>
</table>
### Exhibit B - General Fund Administrative

<table>
<thead>
<tr>
<th>Description</th>
<th>2010 Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$320,500</td>
</tr>
<tr>
<td>Social Security Tax (FICA)</td>
<td>$24,500</td>
</tr>
<tr>
<td>State Unemployment Tax (SUTA)</td>
<td>$1,200</td>
</tr>
<tr>
<td>Life/disability Insurance</td>
<td>$9,000</td>
</tr>
<tr>
<td>Health Benefits</td>
<td>$83,140</td>
</tr>
<tr>
<td>Retirement (Money Purchase Plan)</td>
<td>$24,200</td>
</tr>
<tr>
<td>Mileage/Travel/Expenses</td>
<td>$4,000</td>
</tr>
<tr>
<td>Advertising (Legal Notices)</td>
<td>$2,000</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>$6,000</td>
</tr>
<tr>
<td>Printing</td>
<td>$13,000</td>
</tr>
<tr>
<td>Legal Services</td>
<td>$30,000</td>
</tr>
<tr>
<td>Postage/Mailing Charges</td>
<td>$5,000</td>
</tr>
<tr>
<td>Equipment</td>
<td>$5,000</td>
</tr>
<tr>
<td>Rent</td>
<td>$45,000</td>
</tr>
<tr>
<td>Payroll and Bank Charges</td>
<td>$1,800</td>
</tr>
<tr>
<td>Audit Services</td>
<td>$14,500</td>
</tr>
<tr>
<td>Telecommunications</td>
<td>$4,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>$11,200</td>
</tr>
<tr>
<td>Contracted Services</td>
<td>$24,000</td>
</tr>
<tr>
<td>Memberships</td>
<td>$700</td>
</tr>
<tr>
<td>Total Administrative Operating Budget</td>
<td>$628,740</td>
</tr>
<tr>
<td>Special Project -PACDP Project</td>
<td>$10,000</td>
</tr>
<tr>
<td>Total Estimated Expenses</td>
<td>$638,740</td>
</tr>
</tbody>
</table>

### Funding

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Revenue from Grant Budget</td>
<td>$627,500</td>
</tr>
<tr>
<td>Interest Income</td>
<td>$400</td>
</tr>
<tr>
<td>Surplus</td>
<td>$10,840</td>
</tr>
<tr>
<td>Total</td>
<td>$638,740</td>
</tr>
</tbody>
</table>

There were no questions from the Board; therefore, Mr. Parker motioned for approval of the resolution with Ms. Yarris seconding the motion. The motion was unanimously passed by the Board.
Connections Committee Report

Ms. Kirk stated that the budget included the first allocation under the Connection Grant program. Once the preliminary budget was issued the Connections Committee met to review the first applications and has a report and recommendation.

The Chair then asked Ms. Yarris to deliver the Connections Committee report.

Board Members:

In March of this year the Board authorized the creation of the Connection Grant Program, a special project grant initiative to encourage assets to combine resources and lower overhead costs.

During the summer the District invited applications for a first round of connection grants. Fifteen applications were received and have been reviewed by the committee. We also posted a summary of each application on line so that the public could comment on them during the budget hearing held in October.

While none of the proposals involved outright mergers of assets, the committee believes that several projects illustrated what can be accomplished – and saved - when assets combine resources.

Since the 2010 budget includes funds for connections grants, we are recommending that the Board make four awards at this time. All awards will be subject to the applicants raising all funds to complete the projects and will be released based on actual expenditures.

1. $20,100 to the Attack Theater to support moving and build out costs at Pittsburgh Opera Center for the Theater’s office and rehearsal space. They estimate that this partnership will save $25,000 in utility and service costs at the center and will reduce monthly rent for the theater by over 50%.

2. $35,000 as a matching grant to the Pittsburgh Irish and Classical Theater to develop a shared service position of Education Director with Opera Theater of Pittsburgh. Both organizations have had to leave their position of Education Director unfilled due to budget cutbacks.

3. $16,300 to the Multi Cultural Arts initiative for the development of a web site to improve the marketing potential of it supported organizations including Kuntu Repertory Theatre, Afro American Music Institute, Pittsburgh Playwrights Theatre Co. and New Horizon Theater. The most common complaint among small organizations is the lack of funds for marketing. This cooperative venture will address that problem without duplicative investments.

4. $6,480 to the Andrew Carnegie Free Library and Music Hall of Carnegie PA for the purchase of an in house ticketing system to be used by the groups that use the theater. This small capital investment will make the Music Hall operation more efficient for all of the patrons.

The grants total $77,880 and would leave a balance of $172,200 in the connection grant program. Under the guidelines adopted by the Board, applications will be accepted on a regular basis and considered by the Board quarterly.

Submitted by

Connections Committee
Dusty Kirk, Dan Griffin and Connie Yarris

December 1, 2009 Board mtg. 12
As there were no questions from the Board, Mr. Parker motioned for approval with Mr. Rob Jones seconding the motion. There was a unanimous vote in favor of the Connections Committee report.

Ms. Kirk asked Mr. Rob Jones to give the report of the Library Committee.

Library Committee Report

Board Members:

At our September 29, 2009 meeting the Board endorsed a recommendation of this committee not to accept the distribution formula proposed by the Allegheny County Library Association (ACLA) in their 2010 budget submission. At that time we expressed concern that the proposed formula eliminated local support as a factor and did not provide a transition plan to deal with those instances where there were major funding shifts. We also asked that ACLA review the distress assistance factor to determine if it addressed support for libraries in distressed communities.

Subsequent to our action, ACLA convened a team to evaluate these issues with the goal of bringing recommended changes before its membership prior to the District’s budget adoption. On November 2nd the District was informed that ACLA members voted 34-4 to authorize submission of a revised formula proposal for 2010. Shortly thereafter our committee met with ACLA representatives to review the new submission in detail.

The revised proposal includes the return of a local income support factor worth 20% of the total RAD funding pot. To make this addition, the population factor was reduced by 15% to 20% of the total pot and the collection use factor by 5% to 40% of the total pot. The factors for base funding and distress assistance remain at 15% and 5% of the total pot respectively. Exhibit 1 compares the formula proposal with the one submitted with the original budget and the current formula.

The local income factor would be arrived at for each library by combining the results of two different calculations: 10% of the factor would be calculated using a tiered method similar to the way in which local income is calculated in the current formula; 10% would be calculated using a simpler approach of prorating each library’s local income as a per cent of the total local income. This two method approach was a compromise required as the ACLA members were equally divided on which of these approaches to use.

In addition to adding a factor, ACLA is proposing to simplify the distress assistance factor by using the method employed by the state. The measurement uses property values to determine eligibility and population to determine the actual payment. The net result of the proposal is that one new library in the county would be eligible for distress assistance and none have been removed.

The transition or “phase in factor” provides that for 2010, half of the funds would be calculated under the current formula and half under the new formula. In most cases it immediately reduces the size of funding swings while giving negatively impacted libraries one additional year to adjust to the new funding level, regardless of its severity.

While ACLA has made a sincere effort to address the concerns stated in our earlier report, the committee is not convinced that we have yet arrived at the best distribution formula. Nevertheless, we are convinced that ACLA has placed all of its energy and creativity behind this effort and that the proposed formula is an improvement both on the current formula and the one proposed earlier this year. There is no more time in this budget cycle for another revision. The committee, therefore, recommends that the Board consent to the revised distribution formula with the phase in for the year 2010 only as outlined in Exhibit 1. Exhibit 2 is the distribution of the entire grant including bookmobile and administrative funds and Exhibit 3 is a list of special conditions that have traditionally been part of this grant.
The committee also recommends that we continue to engage ACLA over the next six months to improve the formula with the objective of making it the best it can be. Considerations in this process would include, among other things:

- Whether the additional funding adequately and fairly deals with libraries supported by distressed communities. Under the proposal there is additional funding for libraries serving distressed communities based on property tax statistics unrelated to library performance or utilization. The existence of the library in a distressed area is important but its service is equally important and should be considered.

- Whether the two part local income support factor actually sustains and enhances the critical support received from local government. ACLA members are still divided on how to calculate this part of the formula. More research and consideration needs to be devoted to this area.

- Whether the collection usage factor adequately compensates libraries for library services rendered in the electronic age. ACLA has indicated that it is reviewing this area already.

As we stated in our report in September, we commend ACLA for its work on this project and particularly those volunteer trustees and board members who give so much to preserve and share their local assets with the region.

Submitted by

Rob Jones, Herman Jones
Rick Pierchalski and Connie Yarris

NOTE: The exhibits are part of and incorporated into the report.
### 2010 ACLA Formula Comparisons

<table>
<thead>
<tr>
<th>FACTOR</th>
<th>FORMULA SUBMITTED NOVEMBER, 2009</th>
<th>FORMULA APPROVED BY MEMBERS/REJECTED BY RAD SEPTEMBER, 2009</th>
<th>CURRENT FORMULA</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BASE FUNDING</strong></td>
<td>15% of total pot $776,250</td>
<td>15% of total pot $776,250</td>
<td>0%</td>
<td>Equal amount to each library. This did not change from September to November.</td>
</tr>
<tr>
<td><strong>POPULATION</strong></td>
<td>20% $1,035,000</td>
<td>35% $1,811,250</td>
<td>17% $822,623</td>
<td>The population numbers utilize the Southwestern PA Commission’s 2005 municipal population estimates. 20% of total funds are allocated according to a proportionate share of total population by library. This did not change from September to November.</td>
</tr>
<tr>
<td><strong>DISTRESS ASSISTANCE PAYMENT</strong></td>
<td>5% $258,750</td>
<td>5% $258,750</td>
<td>2% $94,583</td>
<td>New proposal based on state’s method that pays based on municipal property valuation and prorates on available funds. As a result of the change, FOR Sto Rox is now included in distressed assistance category because it serves McKees Rocks and McKeesport gains one additional distressed community.</td>
</tr>
<tr>
<td><strong>COLLECTION USE (CIRCULATION)</strong></td>
<td>40% $2,070,000</td>
<td>45% $2,328,750</td>
<td>12% $564,698</td>
<td>Gives point scores – higher points for owned material that is circulated. This did not change from July to October.</td>
</tr>
<tr>
<td><strong>LOCAL INCOME</strong></td>
<td>20% $1,035,000</td>
<td>0%</td>
<td>57% $2,649,420</td>
<td>New proposal calculated two ways with 10% under each way: 1) A library’s total local income as a % of local income and 2) tiered calculation based on equivalent mills (like current formula)</td>
</tr>
<tr>
<td><strong>HOURS OF OPERATION</strong></td>
<td>0%</td>
<td>0%</td>
<td>12% $564,698</td>
<td></td>
</tr>
<tr>
<td><strong>PHASE-IN</strong></td>
<td>One year only 50% of current formula and 50% of November proposal</td>
<td>Not proposed</td>
<td>Not applicable</td>
<td></td>
</tr>
<tr>
<td><strong>REGIONAL USE REIMBURSEMENT</strong></td>
<td>0% Not a separate category</td>
<td>0% Not a separate category</td>
<td>$875,000</td>
<td>Payment based on material lent outside of service area. This is now included in Collection Use Factor.</td>
</tr>
</tbody>
</table>
### 2010 Grant Distribution

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Distribution Formula</td>
<td>$5,175,000</td>
</tr>
<tr>
<td>Bookmobile Services</td>
<td>270,000</td>
</tr>
<tr>
<td>Administration</td>
<td>155,000</td>
</tr>
<tr>
<td><strong>Total 2010 Grant</strong></td>
<td><strong>$5,600,000</strong></td>
</tr>
</tbody>
</table>

### Special Conditions

1. In order to be eligible for participation in ACLA funding program, libraries must be eligible for state aid. Libraries may not use District funds to obtain initial state aid status.

2. If any otherwise eligible library elected not to participate in the basic services distribution, the funds will be redistributed to participating members.

3. Funds up to 30% of an individual library’s allocation may be reserved or escrowed for capital projects as long as these conditions are met:
   
   a. There is an existing plan in place for renovation/improvement
   b. The money is spent within a three year period
   c. Funds cannot be used for marketing or fundraising
   d. Funds held in reserve must be invested in accordance with District requirements and interest earned must be used for the benefit of the library.

Ms. Kirk asked for a clarification on the local support and collection usage factors. Mr. Pierchalski said that the local support factor was based on two approaches and that the collection usage factor was weighted based on how the library material was lent. Ms. Kirk asked how the committee will engage ACLA on the areas of concern. Mr. Pierchalski said that the committee would need to conduct a series of meetings among the committee and with ACLA representatives. Mr. Donahoe said that staff would develop a work plan. Ms. Kirk expressed concern that a middle ground would ever be reached. Mr. Rob Jones added that the committee’s scope of research will not be limited to the concerns raised in this report.

Mr. Griffin moved approval with Ms. Kirk seconding the motion to approve and it was unanimously approved by the board.

### Audit Committee Report

Mr. Griffin read the following report of the Audit Committee:

**Board Members:**
At a special meeting on October 21, 2009, the Board authorized the committee and staff to seek proposals for a special audit of the Carnegie Library of Pittsburgh. The request for proposals was advertised and posted on the District’s web site.

The committee has spent several weeks evaluating the proposals in terms of their responsiveness to the r.f.p, the abilities and depth of their staff and firm resources, conflicts of interest and reasonableness of their fee proposal.

As a result of our review and an interview with the firm, we are recommending that the Board engage Parente Beard, LLC of Pittsburgh to conduct the special audit at a total cost not to exceed $70,000. We believe that this firm has the appropriate balance of experienced accounting and consulting talent as well as the depth to carry out the project in the time frame requested. The firm has no prior affiliation with RAD or Carnegie Library.

Implementation of this award will require an amendment to the 2009 budget which will be presented under separate action.

Submitted by the Audit Committee
Dusty Kirk, Dan Griffin, Herman Jones
Rob Jones

Ms. Kirk said that in order to approve the recommendation the Board would first need to amend the 2009 budget and Mr. Donahoe presented the following resolution:

2009 Budget Resolution
Amendment #1

Resolved, that the 2009 Budget Resolution, adopted December 1, 2008 is hereby amended by adding the following expenditure from the Sales Tax Revenue Fund:

Carnegie Library of Pittsburgh Special Audit               $70,000

Resolved, further, that staff is authorized and directed to encumber and release these funds as directed by the board for this purpose only.

Enacted December 1, 2009.

Mr. Parked motioned for approval with Ms. Yarris seconding the motion to approve. This was unanimously adopted by the Board.

Mr. Kirk said it was now in order for the Board to consider the committee recommendation. In response to a question from Mr. Pierchalski, Mr. Donahoe said that the r.f.p. set the time frame for the audit by the end of the first quarter of 2010. The auditors said that it would take 4-6 weeks depending on the start date. Mr. Donahoe also said that four people in Pittsburgh Office of the firm will start this project and will be supplemented by auditors when needed. Also in response to Mr. Pierchalski’s question, Mr. Donahoe stated that only the Board could decide on which audits to undertake. Ms. Kirk added that as a member of the Audit Committee she wanted to be able to determine if the actions that Carnegie Library
proposed were sufficient to sustain their operation into the future. Therefore, validating the financial projections of the library was an important component of the project. Mr. Griffin said that the auditors would also examine how the decisions were made including the time line.

In response to a question from Ms. Yarris, Mr. Donahoe said that two of the three finalist firms had similar quotes at the high end of all of the proposals but that of the three only the recommended firm had no prior association with RAD or the Library. Mr. Griffin advised the Board that in the interview with the firm it was clearly understood that RAD was the client in the engagement.

Ms. Yarris motioned approval of the Audit Committee report with Mr. Pierchalski seconding the motion. It was passed unanimously.

Ms. Kirk asked for the report from the Executive Director.

**Executive Director’s Report**

a. Mr. Donahoe recommended the following requests for extensions of time to 12.31.2010 and/or change of purpose:

**2009 Capital Grant Extension Requests**

<table>
<thead>
<tr>
<th>Year Authorized</th>
<th>Asset</th>
<th>Project</th>
<th>Grant Amount</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>Afro American Music Institute</td>
<td>Roof repair</td>
<td>$25,000</td>
<td>$5,545</td>
</tr>
<tr>
<td>2008</td>
<td>Allegheny County Parks</td>
<td>Montour Trail connector, Spray Parks, Tennis Courts</td>
<td>$1,000,000</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>2007</td>
<td>Allegheny Land Trust</td>
<td>Rachel Carson Trail</td>
<td>$18,000</td>
<td>$18,000</td>
</tr>
<tr>
<td>2008</td>
<td>Carnegie Library of Pittsburgh</td>
<td>Upgrades Central Branch</td>
<td>$350,000</td>
<td>$20,389.16</td>
</tr>
<tr>
<td>2008</td>
<td>City of Pittsburgh Regional Parks</td>
<td>Resurfacing tennis courts, resurfacing, repair of wall, steps</td>
<td>$808,932</td>
<td>$808,932</td>
</tr>
<tr>
<td>2008</td>
<td>City Theatre</td>
<td>Ceiling repair, light board, sound equipment and computers</td>
<td>$23,512</td>
<td>$6,338.97</td>
</tr>
<tr>
<td>2008</td>
<td>Greater Pittsburgh Arts Council</td>
<td>Phone system replacement</td>
<td>$9,600</td>
<td>$9,600</td>
</tr>
<tr>
<td>2008</td>
<td>Pittsburgh Ballet</td>
<td>HVAC and security upgrades</td>
<td>$75,000</td>
<td>$40,000</td>
</tr>
<tr>
<td>2008</td>
<td>Pittsburgh Irish and Classical Theatre</td>
<td>Computer equipment/other equipment</td>
<td>$10,000</td>
<td>$4,195.61</td>
</tr>
<tr>
<td>2008</td>
<td>Pittsburgh Zoo</td>
<td>Exhibit repair</td>
<td>$64,000</td>
<td>$56,948.55</td>
</tr>
</tbody>
</table>

**2009 Capital Grant Change of Purpose/Extension**

<table>
<thead>
<tr>
<th>Year Authorized</th>
<th>Asset</th>
<th>Original Purpose</th>
<th>New Purpose</th>
<th>Grant Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>2005</td>
<td>Pittsburgh Regional Parks</td>
<td>Riverview Park land remediation/community center – recreation components</td>
<td>Riverview Park Chapel Shelter</td>
<td>$167,325.23</td>
</tr>
<tr>
<td>2006</td>
<td>Pittsburgh Regional Parks</td>
<td>Riverview Park land remediation/community center – recreation components and Highland Park Tennis Courts</td>
<td>Schenley Park Overlook Drive, resurfacing, dog park (Riverview Park), Highland Park Tennis Courts</td>
<td>$206,804.80</td>
</tr>
</tbody>
</table>
Mr. Parker moved approval with Mr. Griffin seconding the motion which was approved unanimously.

b. Mr. Donahoe asked for approval of the 2010 Board calendar, noting that the Board would be surveyed for before each event.

Dr. Jones motioned for approval with Ms. Yarris seconding the motion and this was unanimously approved by the Board.

c. Mr. Donahoe presented the 2010 Staff Work and Communications Plan for board approval:

Mr. Pierchalski motioned for approval with Dr. Jones seconding the motion, which was unanimously approved by the Board.

d. Mr. Donahoe introduced the following report regarding the reappointment of Advisory Board Members:

In accordance with the directive of the Board, we have invited several of the Advisory Board members whose terms expire at the end of this year to serve another four year term. The following members have accepted the invitation and we recommend their reappointment with terms to expire at 12/31/2013:

Marilyn Coleman, consultant in the arts from Pittsburgh
Liane Norman, arts and library advocate from Pittsburgh
Ralph Hale, parks advocate from the North Hills
Dr. Kenneth Powell, educator from Quaker Valley
Charles Spence, businessman from Mon Valley area
Charles Jarrett, attorney and long time RAD advocate, former advisory board chair from Pittsburgh

In all, nine terms expire this year. Two members have become inactive and will be thanked for their prior service. We are recruiting new members for the two open seats as well as several prior vacancies. We hope to have nominations for them by the next meeting.

Submitted by
David L. Donahoe
Executive Director

Mr. Donahoe noted that proposed new members would be introduced at the next meeting and asked members to let him know if they had nominations.

Ms. Yarris motioned approval with Mr. Griffin seconding the motion which was approved unanimously.
e. Mr. Donahoe asked the Board to vote on the following report:

Board Members:

Request authority to extend the agreement with Olszak Consulting to provide information technology consulting service and to carry over the balance in the Special Project-PACDP line item in the 2009 General Fund Budget. It is estimated that there will be a balance of $2,500.

In January the Board authorized the District to continue working with Olszak Consulting on the development of on line filing systems. We decided to develop a close out reporting system first as a test of our capability. While the design work for the new system is complete, additional testing is required as well as the on call services of the consultant during the roll out period early next year.

Therefore, I am requesting that you authorize extension of the current agreement to March 31, 2010 and that the balance of funds in the line item be carried over.

Submitted by

David L. Donahoe
Executive Director

Mr. Rob Jones motioned for approval with Mr. Pierchalski seconding the motion, which was carried unanimously by the Board.

f. Mr. Donahoe asked the Board to approve the following report:

Board Members:

Since 2008, the District has been utilizing the Pa Cultural Data Base Project as a part of its annual application process. The project permits applicants to enter key financial and other data once and submit reports to many funders.

The service provided by PACDP has significantly improved the uniformity of the data the District receives and allowed us to general reports that show trends in many areas. The project staff has assisted staff in customizing reports for the District and has a highly regarded help desk for applicants.

In order to continue using the PACDP we must enter into a new letter agreement and pay the annual fee of $10,000. I am recommending and requesting that the Board authorize the Executive Director to do so at this time. The fee would be charged to the 2010 budget, Contracted Services.

Submitted by

David L. Donahoe
Executive Director

The Board responded with Mr. Pierchalski motioning approval and Ms. Yarris seconding the motion, which was approved unanimously by the Board.

Ms. Kirk thanked the staff and members of the Board for all of their hard work. She stated that service on the RAD Board is among the most demanding albeit rewarding service for volunteer board members in our community. The year had presented many challenges and each members rose to the call from her and the staff when asked. She thanked the board members for their service.
Old/New Business

As there was no old or new business brought before the board, the Chair adjourned the meeting at 5:15pm.