

STEP, Inc. Board Meeting Minutes
4:00 p.m., Monday, June 15, 2026
181 Daughertys Run Road, Williamsport

Board Attendance: Erin Brouse, Valerie Fessler, Angelic Hardy, Nicole Hayes, Jack McKernan, Scott Metzger, Carrie Pauling, Abigail Roberts, Jeffrey Snyder, Lindsay Stamm, Tia Walker

Board Members Not Attending: Joanne Ludwikowski, Brenda Nichols, Jacqueline Oliva, Matthew Rickard

Staff Attending: Rachelle Abbott, Aron Haefner, Patricia Kiessling, Molly Steele, Jamey Williams

Guest: Brittany Fischer

1. The meeting was called to order at 4:00 p.m. by Chairperson Abigail Roberts.
2. All board members and staff introduced themselves to Brittany Fischer, attending as a guest from River Valley Health.
3. On motion of Jeffrey Snyder and second by Scott Metzger, the minutes of the May 18, 2026, STEP Board of Directors meeting were approved.
4. No additional members of the public were present.
5. Patricia Kiessling presented the financial reports for April 2026, including an organization-wide report on revenue and expenditures categorized by program and a consolidated statement of activities and statement of financial position. On motion of Lindsay Stamm and second by Carrie Pauling, the financial reports were approved.
6. Aron Haefner presented the programmatic reports from May 2026, including STEP Head Start Parent Community Association reports and minutes. On motion of Lindsay Stamm and second by Angelic Hardy, the programmatic reports were approved.
7. Patricia Kiessling provided information on the following grant: CSBG 2nd Release (1/1/2026 – 12/31/2026). On motion of Carrie Pauling and second by Nicole Hayes, the grants were approved.
8. Patti Kiessling provided the proposed STEP 2026-2027 Global Budget, highlighting differences from the previous year and providing additional information as requested. On motion of Jack McKernan and second by Valerie Fessler, the budget was approved.
9. Molly Steele provided a summary of changes made to the STEP Personnel Policies. The changes are being reviewed by STEP's attorney. On motion of Angelic Hardy and second by Tia Walker, the changes were approved.
10. Abigail Roberts, as STEP Board of Directors Governance Committee Vice Chair, presented the proposed slate of officers and committee members for July 1, 2026 through June 30, 2027. Board officers: Abigail Roberts, Chairperson; Angelic Hardy, Vice Chairperson; Brenda Nichols, Treasurer; and Nicole Hayes, Secretary. Finance & Audit Committee: Jeffrey Snyder, Chairperson; Lindsay Stamm, Vice Chairperson; members Brenda Nichols and Jack McKernan. Personnel Committee: Joanne Ludwikowski, Chairperson; Jeffrey Snyder, Vice Chairperson; members Abigail Roberts, Angelic Hardy, and Scott Metzger. Board Governance Committee: Brenda Nichols, Chairperson; Angelic Hardy, Vice Chairperson; members Jeffrey Snyder, Nicole Hayes, Tia Walker, and community member Patti Wylie. Endowment Fundraising: Nicole Hayes, Chairperson; Carrie Pauling, Vice Chairperson; members Angelic Hardy, Brenda Nichols, and Valerie Fessler. On motion of Lindsay Stamm and second by Tia Walker, the slate was approved as presented. There were no objections.
11. Rachelle Abbott provided an update on relevant current events, including progress being made in the state and federal budgets.
12. In other business: the STEP Transportation Facility ribbon cutting will be held at 11:00am on Friday, June 26. All board members were encouraged to attend.
13. The next board meeting will be Monday, August 17, 2026, at 2138 Lincoln Street, Williamsport.

14. There being no further business, the meeting was adjourned on motion of Nicole Hayes and second by Carrie Pauling at 5:07 p.m.