

**Lumber City Development Corporation  
Minutes of the Board of Directors**

**January 15, 2014 Board Meeting  
500 Wheatfield Street  
North Tonawanda, NY 14120**

The meeting of the Lumber City Development Corporation (LCDC) was called to order at 6:35 p.m. by Chairman Taylor at 500 Wheatfield Street, North Tonawanda, NY. Roll Call was taken and the following Directors were present:

Joe Fonzi	Nick Maniccia
Dave Gross	Joe McMahon
Ed Janulionis	Joe Miranto 6:45 p.m.
Sharon Kochmanski	Andrea Moreau
Garry Krause	Robert Ort
	Douglas Taylor

Also Present: Community Development Director Richard Tindell, Michael Zimmerman

**Minutes Review**

The minutes from the November 20, 2013 board meeting were included in the package and the Board took a few minutes to review them. As there were no questions or clarifications:

*Resolution:* Moved by Director Moreau,  
  
That the Board of Directors approves the minutes of the November 20, 2013 meeting.  
  
Seconded by Director Kochmanski and unanimously approved.

**Treasurer's Reports**

The November 2013 Financial Summary, Loan Summary Report, and the Profit & Loss YTD Comparison were distributed to the Board for review. Richard Tindell presented the details of the reports. The November report indicates a balance of \$1,104,639.93 in all bank accounts.

*Resolution:* Moved by Director Gross,  
  
That a motion is made to approve the November 2013 Financial Summary, Loan Summary Report, and the Profit & Loss YTD report.  
  
Seconded by Director Moreau and unanimously approved.

**Committee Reports**

**Marketing:** The Marketing Committee held a meeting on January 10, 2014. Director Gross went over the details of the meeting. The 2014 Marketing plan and ideas was discussed with the board and included the following ideas;

10-year anniversary party  
Television commercials  
Summer networking series  
Calendar of events  
New brochures

Director Gross requested an increase in the marketing budget to \$25,000.00 to cover the marketing initiatives for 2014. A discussion ensued and Director Maniccia recommended the board consider the increase be included in the budget prior to a motion to approve the 2014 budget. The Board was in agreement.

**Finance/Loan/Audit:** The Finance/Loan/Audit Committee held a meeting on January 8, 2014. A meeting summary was distributed to the board. Director Maniccia went over the details of the meeting.

**2014 Proposed Budget:** The proposed budget was presented and discussed with the board. All questions were answered.

Resolution: Moved by Director Maniccia,

A motion was made to approve the 2014 proposed budget with a change on line 5300 (advertising & marketing) from \$19,000.00 to \$25,000.00

Seconded by Director Moreau

Motion carried with 9 yes votes and 2 no votes

**Projects:** The Lumber City Development-Potential Projects Update document was included in the information packet distributed to the Board. The document detailed current projects, potential projects and project leads. Richard Tindell went over the details of the document and answered all questions.

**Personnel:** The Personnel Committee Chair Kochmanski requested the board open an executive session to discuss personnel related matters.

**Governance:** The Governance Committee did not hold a meeting.

**Old Business:**

**\$50,000.00 Loan for 88 Webster Street:** Richard Tindell informed the board that the loan closed on December 24, 2013 on the 88 Webster Street Project.

**62-64 Webster:** Richard Tindell updated the board on the status of the loan for 62-64 Webster Street project.

**2013 NYS CFA grants:** Richard Tindell updated the board on the award of grants to the LCDC including funds for the following projects; Gratwick Marina, Oliver Street Improvements, and the extension of the Sweeney bike path.

**Kayak Launches:** Michael Zimmerman informed the board that an RFP went out for engineering work for the launches

**New Business:**

**NYS M/WBE Policy:** Michael Zimmerman opened a discussion with the board about the adoption of a NYS M/WBE policy. A document detailing the policy was distributed to the board.

**Resolution:** Moved by Michael Zimmerman,

That a motion is made to adopt the NY State M/WBE Policy as written

Seconded by Director Ortt and unanimously approved.

**Business Visits/Contacts for November 2013:** Brochure mailings to 250 North Tonawanda businesses, Lumber City Antiques, Superior Tool, Pencil in the River, Griffin Chemical, Hip Gypsy, Sweet Angels Daycare, Cathy Schwandt

**Other Activities:** 11/25/2013 BNP regional agenda, 12/3/2013 City Council, 12/10/2013 Council workshop, 12/6/2013 Blissfully Sweet ribbon cutting, 12/9/2013 & 12/16/2013 CDBG grant public hearings, 12/17/2013 City Council, 12/18/2013 2014budget review, 1/8/2014 LCDC Finance Loan Committee meeting, 1/9/2014 Joyce/Chamber, 1/10/2014 LCDC Marketing meeting.

Prepared and submitted \$25,000. For city tree inventory

Preparing \$400,000. CDBG housing rehabilitation grant application due 1/17/2014

Prepared for 1/14/2014-1/15/2014 NYS OCR monitoring visit

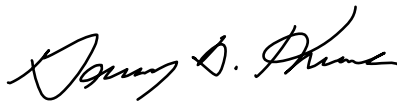
Prepared and submitted NYS OCR grant performance reports

Next Board Meeting is scheduled for February 19, 2014; 6:30pm.

**Executive Session:** Chairman Taylor opened an Executive Session at 8:20 p.m. as per the request by Personnel Committee Chair Kochmanski. The executive session closed at 8:59 p.m.

There being no further business, a motion was made by Director Gross to adjourn the Board meeting at 8:20 p.m. Seconded by Director Janulonis and unanimously approved.

Respectfully submitted,



Garry Krause  
Secretary, LCDC  
January 15, 2014