

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

**May 18, 2016 Board Meeting
500 Wheatfield Street
North Tonawanda, NY 14120**

The meeting of the Lumber City Development Corporation (LCDC) was called to order at 5:30 p.m. by Chairman Taylor at 500 Wheatfield Street, North Tonawanda, NY. Roll Call was taken and the following Directors were present:

Mitch Banas	Joe McMahon
Donna Braun	Joe Miranto
Joe Fonzi	Andrea Moreau
Dave Gross	Brian Pettit
Ed Janulionis	Art Pappas
Garry Krause-arrived at 5:55 p.m.	Douglas Taylor
Stacy Kubit	

Also Present: Community Development Director Michael Zimmerman, Planning & Development Specialist Laura Bernsohn

Excused: Nick Maniccia

Minutes Review

The minutes from the April 20, 2016 board meeting were included in the Board packet and the board took a few minutes to review them. As there were no questions or clarifications:

Resolution: Moved by Director Gross,

That the Board of Directors approves the minutes of the April 20, 2016 meeting.

Seconded by Director Moreau and unanimously approved.

Treasurer's Reports

The April 2016 report was included in the Board packet. Director Moreau went over the details of the report and answered all questions. The April 2016 report indicated a total in all accounts to be \$827,461.42

Resolution: Moved by Director Pettit,

That a motion is made to approve the April 2016 Treasurer Report.

Seconded by Director Banas and unanimously approved.

Committee Reports

Projects Review:

LCDC Project Summary Report: A projects summary report was distributed to the

board. Michael Zimmerman and Laura Bernsohn went over the details of the document. The board discussed the projects and Michael and Laura answered all questions.

Finance/Loan/Audit: The Finance/Loan/Audit Committee did not hold a meeting.

Personnel:

LCDC Board of Directors Position: The personnel committee met to discuss the appointment of Amber Holycross to the LCDC Board of directors. The board packet included Amber's resume and work examples. Brian Pettit went over the details of the meeting and answered all questions.

Resolution: Moved by Director Banas,

That a motion is made appoint Amber Holycross the LCDC Board of directors for a 3-year term providing that Amber receives director training, attends the mandated NYS training webinar and becomes a member of the Project Committee.

Seconded by Director Braun and unanimously approved.

LCDC Part-Time Position: A memo from Michael Zimmerman to Brian Pettit and the Personnel Committee was included in the Board packet. The memo included details on the interest of Garret Wyckoff, a student currently enrolled in the University at Buffalo's Master in Urban Planning Program. The memo indicated that Garret's skills would be helpful to compile needed analysis information for the City requested Webster Street impact study. The Board discussed the memo and Brian Pettit and Michael Zimmerman answered all questions.

Resolution: Moved by Director Pettit,

That a motion is made to hire Garrett Wyckoff for a part-time position with the LCDC. Garrett will receive compensation of \$10.00 per hour with an expected total cost of \$1,300.00

Seconded by Director Moreau and unanimously approved.

Marketing: The Marketing Committee held a meeting on May 4, 2016. The minutes from the meeting were included in the Board packet. Director Gross went over the details of the meeting and answered all questions.

Governance: The Governance Committee did not hold a meeting.

Old Business:

Oliver Merchants and Project Pride: Laura Bernsohn updated the board on the status of projects related to Oliver street and Project pride. The Board discussed the projects and Laura answered all questions.

NT Cash Mob: Laura Bernsohn informed the board of the success of the Cash Mob at the Soup Lady and that the next Cash Mob will be at Witter's on May 25, 2016 at 7:00 p.m.

New Business:

Downtown Revitalization Initiative: Included in the Board packet was a document outlining the initiative. Michael Zimmerman and Laura Bernsohn updated the board on the current status of the application. The board discussed the project and Michael and Laura answered all questions.

Potential 2016 CFA Applications: Included in the Board packet was a Memo to the Board of Directors from the LCDC Staff. The document included details on the (4) projects that the LCDC staff will be working on. The board discussed the projects and Michael and Laura answered all questions. The projects are as follows;

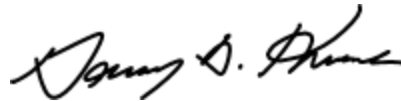
- City of North Tonawanda: Gateway Harbor Park and Facility Improvements
- LCDC: NYMS Downtown Anchor Program-YWCA
- LCDC: Microenterprise Assistance-Oliver Street and Downtown
- LCDC: CDBG Planning Program-Oliver Street

Other Activities: 4/22 Soup Lady Cash Mob, 4/26 State Liquor Authority, 4/27 LN Leader of the Year, 5/2 Downtown Merchants, 5/11 SBA Luncheon, 5/12 Project Pride, 5/16 DRI Workshop, 5/17 Niagara CEDS, 5/18 Bike Path/Kayak Launch Ribbon Cutting

The next meeting is scheduled for June 15, 2016 at 500 Wheatfield Street.

There being no further business, a motion was made by Director Gross to adjourn the board meeting at 7:03 p.m. Seconded by Director Banas and unanimously approved.

Respectfully submitted,



Garry Krause
Secretary, LCDC
May 18, 2016