

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

**November 16, 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:

Donna Braun
Joe Fonzi
Dave Gross
Amber Holycross
Garry Krause-arrived at 5:47
Stacy Kubit
Nick Maniccia

Joe McMahon
Joe Miranto
Andrea Moreau
Art Pappas
Brian Pettit
Douglas Taylor

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

Excused: Mitch Banas Ed Janulionis

Minutes Review

The minutes from the October 19, 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 Moreau,

That the Board of Directors approves the minutes of the October 19, 2016 meeting.

Seconded by Director Braun and unanimously approved.

Treasurer's Report

The October 2016 report was included in the Board packet. Director Moreau went over the details of the report and answered all questions. The September 2016 report indicated a total in all accounts to be \$779,937.05

Resolution: Moved by Director Gross,

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

Seconded by Director Moreau and unanimously approved.

Committee Reports

Projects Review: The projects review committee did not hold a meeting.

LCDC Project Summary Report: The November 19, 2016 report was included in the board packet. Michael Zimmerman went over the details of the report and answered all questions.

Personnel:

The Personnel committee met to discuss and finalize the employee performance reviews. Laura Bernsohn left the room for the board discussion. Director Pettit distributed support documents detailing the performance reviews and recommended salary adjustments for LCDC staff. The board discussed the documents and Director Pettit answered all questions.

Resolution: Moved by Director Pappas,

That the board approves the salary adjustments outlined in the report provided by the Personnel committee.

Seconded by Director McMahon and was unanimously approved.

Michael Zimmerman recommended that the LCDC update strategic planning information for 2017.

Marketing:

The Marketing Committee held a meeting on October 26, 2016. Included in the Board packet was the 2017 Marketing budget. Director Gross presented the budget and answered all questions.

Finance/Loan/Audit:

The Finance/Loan/Audit held a meeting on November 15, 2016.

A loan request was made by Pencil in the river for improvements to 83 Webster Street.

Resolution: Moved by Director Maniccia,

That the Board approve the loan for \$21,906.00 as presented to the board with the condition that the LCDC will be named 2nd lien on the commercial property.

Seconded by Director Pappas and was unanimously approved.

Governance:

The Governance Committee is scheduled to meet after the regular board meeting November 16, 2016

Old Business:

Yahoo Community Fund Award: Included in the Board packet was the respondents list. Michael Zimmerman went over the details of the list and answered all questions.

Resolution: Moved by Director Gross

That the board authorize the projects committee to approve funding for the Historic Downtown Improvement program upon the review and compliance with the program details.

Seconded by Director Fonzi and was unanimously approved.

City zoning code update: Michael Zimmerman informed the new zoning code was complete.

Webster Street events economic impact report: Michael Zimmerman informed the Board that the report was complete and copies were available for review. Michael Zimmerman discussed the report and answered all questions.

Oliver Street Update: 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 that the next Cash Mob will be Chowder Sale held at Active Hose on Saturday November 19, 2016 starting at 11 a.m.

Other Events: Dom Poslki Thanksgiving Dinner on November 24, 2016 from 1 p.m. to 4 p.m., Fundraiser Raffle sponsored by Mr. & Mrs. Catering held on November 19, 2016.

New Business:

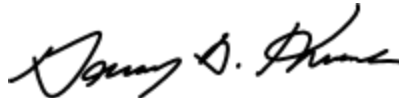
Other Activities: 10/25 One region update, 10/25 Craft Mob, 10/28 Platter's ribbon cutting, 11/3 OCR public hearing, 11/4 Platter's VIP, 11/10 Chamber dinner, 11/15 NCEDA, 11/16 Niagara Gazette 12 under 40.

The LCDC Holiday party will be held on December 7, 2016 5:30 p.m. at Platter's Chocolates

The next Board Meeting will be held on January 18, 2017 at 500 Wheatfield Street.

There being no further business, a motion was made by Director Moreau to adjourn the board meeting at 6:55 p.m. Seconded by Director Pettit and unanimously approved.

Respectfully submitted,



Garry Krause
Secretary, LCDC
November 16, 2016