

Lumber City Development Corporation
Minutes of the Board of Directors

September 19, 2018 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-left at 6:50	Ed Janulionis	Joe McMahon
Joe Fonzi	Garry Krause	Andrea Moreau
Dave Gross	Stacy Kubit	Brian Pettit
Amber Holycross	Nick Maniccia	Douglas Taylor

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

Excused: Mitch Banas Art Pappas

Minutes Review

The minutes from the August 8, 2018 board meeting and annual board meeting were included in the Board packet. The board took a few minutes to review them.

Resolution: Moved by Director Gross,

That the Board of Directors approves the minutes of the August 8, 2018 meeting.

Seconded by Director Maniccia and unanimously approved.

Treasurer's Report

The August 2018 report was included in the Board packet. Director Moreau went over the details of the report and answered all questions. The August 2018 report indicated a total in all accounts to be \$614,303.79

Michael Zimmerman went over the A/R Aging Summary and answered all questions.

Resolution: Moved by Director Kubit,

That a motion is made to approve the August 2018 Treasurer Report.

Seconded by Director Janulionis and unanimously approved.

Committee Reports

Finance/Loan/Audit: The Finance/Loan/Audit Committee held a meeting on September 13, 2018. The minutes were included in the board packet. Director Maniccia went over the details of the meeting and answered all questions.

Microenterprise Grant Request: Included in the board packet was a business plan detailing the request for Just Say Cheesecake.

Resolution: Moved by Director Moreau,

That a motion is made to approve a Microenterprise Grant for Just Say Cheesecake for \$20,000.00

Seconded by Director Kubit and approved by a majority vote. Director Gross abstained from the vote.

Resolution: Moved by Director Moreau,

That a motion to transfer \$35,000.00 from CDBG Account to the Operating Account be made.

Seconded by Director Janulionis and unanimously approved.

Projects Review:

The Projects Review Committee held a meeting on September 10, 2018. Minutes from the meeting were included in the Board packet and Michael Zimmerman went over the details of the meeting and answered all questions.

LCDC Project Summary Report: The September 14, 2018 report was included in the board packet. Michael Zimmerman went over the details of the report and answered all questions.

Human Resources:

The Human Resources Committee held a meeting on August 29, 2018. Director Pettit went over the details of the meeting and answered all questions.

Resignation: Joe Miranto has resigned from the LCDC Board.

Marketing:

The Marketing Committee held a meeting on September 12, 2018. Director Gross discussed the details of the meeting including the Strategic and Marketing Plan and answered all questions

Gateway Concert Series: An invoice for sponsorship of the 2018 Concert Series was received.

Resolution: Moved by Director Maniccia,

That a motion to approve payment of the \$1,500.00 invoice for sponsorship of the 2018 Gateway Concert Series with the understanding that the LCDC will need to approve the expense moving forward with a formal agreement.

Seconded by Director Moreau and unanimously approved.

Governance:

The Governance Committee did not hold a meeting

Old Business:

Brownfield Opportunity Area: Michael Zimmerman updated the board on completion and adoption progress.

Oliver Street Update: Laura Bernsohn updated the board on the status of projects related to Oliver street and Project pride. Laura provided information on the upcoming events and answered all questions.

Oliver Street Action Plan: Included in the Board packet was the Oliver Street Action Plan document that details all the recommended improvements and status. Laura went over the document and answered all questions.

New Business:

Woodcock Brothers OCR Grant Administration: Included in the board packet was a proposal from H. Sichertman/theHarrison Studio. The proposal was the only one received in regard to the LCDC request for proposal. Michael Zimmerman went over the details and answered all questions.

Resolution: Moved by Director Gross,

That a motion to accept the proposal from H. Sichertman/theHarrison Studio for grant administration services.

Seconded by Director Moreau and unanimously approved.

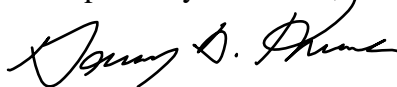
Riviera Theatre: Included in the Board packet was a request for funding to support the Riviera Capital Campaign. Michael Zimmerman went over the details of the request and opened a discussion with the Board. The board discussed the request and agreed that additional information was needed, and a motion could not be made at this time.

Other Activities: 8/22 PACE financing meeting, 8/28 Oath Grant award, 9/4 Common Council, 9/5 Zombie Homes outreach event, 9/13 211 Main Open House, 9/18 Riviera Board.

The next meeting will be on October 17, 2018 at 500 Wheatfield Street.

There being no further business, a motion was made by Director Gross to adjourn the board meeting at 7:30 p.m. Seconded by Director Kubit and unanimously approved.

Respectfully submitted,



Garry Krause
Secretary, LCDC
September 19, 2018