

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

**November 20, 2019 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
April Gampp
Dave Gross
Amber Holycross

Ed Janulionis
Garry Krause - Arrived 5:55 p.m.
Stacy Kubit
Nick Maniccia
Joe McMahon

Brian Pettit
Andrea Moreau
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 October 16, 2019 Board Meeting were included in the Board packet. The board took a few minutes to review them.

Resolution: Moved by Director Moreau,

That the Board of Directors approves the minutes of the October 16, 2019 Board Meeting.

Seconded by Director Janulionis and unanimously approved.

Treasurer's Report

The October 2019 Treasurer Report was included in the Board packet. Director Moreau went over the details of the report and answered all questions. The October report indicated a total in all accounts to be \$590,655.44

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

Resolution: Moved by Director Pettit,

That a motion is made to approve the October 2019 Treasurer Report.

Seconded by Director Maniccia and unanimously approved.

Committee Reports

Finance/Loan/Audit: The Finance/Loan/Audit Committee held a meeting on November 14, 2019. The minutes from the meeting were included in the Board packet. Director Maniccia went over the details of the minutes and answered all questions.

2020 LCDC Budget: Included in the Board packet was the 2020 Proposed Budget. The board discussed the budget in detail and all questions were answered.

Resolution: Moved by Director Gross,

That a motion is made to approve the proposed 2020 budget as written.

Seconded by Director Moreau and unanimously approved.

Projects Review: The Projects Review Committee did not hold a meeting.

Riviera Theatre Expansion-Capital Campaign Feasibility Study: Included in the Board packet was the Riviera Theater Feasibility Study Final Report prepared by Total Fundraising Solutions. The Board discussed the report and all questions were answered.

LCDC Riviera Pre-Development Funding. In recognition of the above report and a motion approved at the October 17, 2018 Board Meeting, the Board opened a discussion regarding the motion. The approved motion was read aloud by Secretary Krause to the Board. “That a motion to approve \$10,000.00 commitment to the architectural pre-development costs associated with the Riviera expansion project, subject to the feasibility study/capital campaign plan findings” The Board discussed the motion and all questions were answered.

Resolution: Moved by Director Fonzi,

That a motion is made to release the \$10,000.00 in funding to the Riviera Theatre with the following contingencies; Receipt of an approved contract, including addendums between Riviera Theatre and Total Fundraising Solutions. A contract between Riviera Theatre and Foit-Albert Architects.

Seconded by Director Gross and unanimously approved.

LCDC Project Summary Report: The November 15, 2019 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 October 30, 2019. The minutes from the meeting were included in the Board packet. Director Pettit went over the details of the minutes and answered all questions.

LCDC Staff Salary Recommendations: Michael Zimmerman and Laura Bernsohn were asked to leave the room for the Board to discuss the 2020 salary recommendations. Director Pettit went over the details of the recommendations and answered all questions.

Resolution: Moved by Director Moreau,

That a motion is made to approve the LCDC staff salary recommendations as written.

Seconded by Director Braun and unanimously approved.

Marketing: The Marketing Committee did not hold a meeting.

Taking Care of Business Expo: The Board discussed the event and all questions were answered. The board recognized Laura Bernsohn for her work coordinating the event.

Governance: The Governance Committee did not hold a meeting.

Old Business:

City Projects Update: Included in the Board packet was a memo with details of municipal projects. Michael Zimmerman went over the details of the projects and answered all questions.

2019 Consolidated Funding Applications: Michael Zimmerman updated the board on the status of the applications and answered all questions.

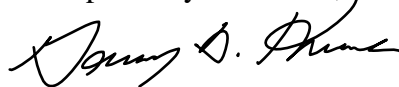
New Business:

Other Activities: 11/4 DEC tree inventory grant meeting, 11/6 Buffalo Wing & Brewhouse ribbon cutting, 11/7 Placemaking pre-bid meeting, 11/9 Taking Care of Business, 11/15 Preservation League grant webinar.

The next meeting will be on January 15, 2020 at 500 Wheatfield Street.

There being no further business, a motion was made by Director McMahon adjourn the board meeting at 7:22 p.m. Seconded by Director Taylor and unanimously approved.

Respectfully submitted,



Garry Krause
Secretary, LCDC
November 20, 2019