

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

**February 19, 2020 Board Meeting**  
**500 Wheatfield Street**  
**North Tonawanda, NY 14120**

The meeting of the Lumber City Development Corporation (LCDC) was called to order at 5:31 p.m. by Chairman Taylor at 500 Wheatfield Street, North Tonawanda, NY. Roll Call was taken, and the following Directors were present:

Mitch Banas  
Donna Braun  
Joe Fonzi  
April Gampp

Ed Janulionis  
Garry Krause  
Stacy Kubit – arrived 5:42 p.m.  
Nick Maniccia

Andrea Moreau  
Art Pappas  
Brian Pettit  
Douglas Taylor

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

Excused: Dave Gross  
Amber Holycross

Joe McMahon

**Minutes Review**

The minutes from the January 15, 2020 Board Meeting were included in the Board packet. The board took a few minutes to review them.

*Resolution:* Moved by Director Banas,

That the Board of Directors approves the minutes of the January 15, 2020 Board Meeting.

Seconded by Director Janulionis and unanimously approved.

**Treasurer's Report**

The January 2020 Treasurer Report was included in the Board packet. Director Moreau went over the details of the report and answered all questions. The January 2020 report indicated a total in all accounts to be \$650,396.10

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

**Uncorked Café Deposition:** Michael Zimmerman informed the Board about the deposition on 2/17/2020 and answered all questions.

*Resolution:* Moved by Director Fonzi,

That a motion is made to approve the January 2020 Treasurer Report.

Seconded by Director Janulionis and unanimously approved.

## Committee Reports

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

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

**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 did not hold a meeting. Director Pettit provided a brief update of activities including discussions with the LCDC staff.

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

**Gateway Harbor Concert Series Sponsorship:** The sponsorship documents were included in the board packet. Michael Zimmerman went over the details of the sponsorship and answered all questions.

*Resolution:* Moved by Director Pappas,

That a motion is made to approve a \$1,500.00 sponsorship. The sponsorship details will be set by the Marketing Committee.

Seconded by Director Braun and unanimously approved.

**2020 TNT Expo:** The Expo application form was included in the board packet. Michael Zimmerman went over the details of the Expo and answered all questions.

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

## Old Business:

## New Business:

**IEDC Training:** Included in the Board packet was a memo detailing upcoming training sessions and request for Board approval. Michael Zimmerman went over the details of the training and answered all questions.

*Resolution:* Moved by Director Maniccia,

That a motion is made to approve expenses of \$2,914.00 for training course attendance as per memo to the Board.

Seconded by Director Moreau and unanimously approved.

**LCDC Microenterprise Grant-Program Delivery Guidelines and Operation Plan:** Included in the Board packet was the proposed plan. Michael Zimmerman went over the details of plan and answered all questions.

Resolution: Moved by Chairman Taylor,

That a motion is made to approve the LCDC Microenterprise Grant-Program Delivery Guidelines and Operation Plan as written

Seconded by Director Moreau and unanimously approved.

**822ME137-19 Microenterprise Grant-Program Delivery and Administration:** Included in the Board packet was the only response and proposal submitted by the Harrison Studio. Michael Zimmerman went over the details of the proposal and answered all questions.

Resolution: Moved by Director Krause,

That a motion is made to approve the proposal by the Harrison Studio for 822ME137-19 Microenterprise Grant-Program Delivery and Administration in an amount not to exceed \$5,000.00

Seconded by Director Moreau and unanimously approved.

**Other Activities:**

1/21 Niagara County CEDS, 1/22 NYSDOT meeting, 2/5 GBNRTC meeting, 2/5 School Board, 2/11 Open C-Pace meeting, 2/18 Riviera Board

The next meeting will be on March 18, 2020 at 500 Wheatfield Street.

There being no further business, a motion was made by Director Moreau to adjourn the board meeting at 6:43 p.m. Seconded by Director Pettit and unanimously approved.

Respectfully submitted,



Garry Krause  
Secretary, LCDC  
February 19, 2020