

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

**October 18, 2023 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. Roll Call was taken, and the following Directors were present:

Mitch Banas	Dave Gross	Andrea Moreau
Joe Fonzi	Ed Janulionis	Robert Schmigel
Kristen Francemone	Garry Krause	Douglas Taylor
April Gampp	Nick Maniccia	Amy Usiak

Excused: Austin Tylec

Also Present: Community Development Director Laura Wilson

**Welcome**

Kristen Francemone exchanged introductions with the Board of Directors.

*Resolution:* Moved by Director Banas,

That the Board of Directors approve the appointment of Kristen Francemone to the Board of Directors.

Seconded by Director Moreau and unanimously approved.

**Minutes Review**

The minutes from the September 20, 2023 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 September 20, 2023 Board Meeting.

Seconded by Director Schmigel and unanimously approved.

**Treasurer's Report**

The September 2023 Treasurer Report was included in the Board packet. Director Moreau went over the details and answered all questions. The June report indicated a total in all accounts to be \$698,234.97

**A/R Aging Summary:** Laura Wilson went over the A/R Aging Summary and answered all questions.

*Resolution:* Moved by Director Janulionis,

That a motion is made to approve the September 2023 Treasurer Report.

Seconded by Director Gross and unanimously approved.

### **LCDC Project Updates**

The October 2023 Project Summary Report was included in the board packet. Laura Wilson provided a summary and answered all questions.

*Resolution:* Moved by Director Gross,

That a motion is made to authorize the submittal of an application on behalf of the City of North Tonawanda for the 2024 Microenterprise Program.

Seconded by Director Moreau and unanimously approved.

*Resolution:* Moved by Director Moreau,

That a motion is made to allow LCDC to solicit an RFP for a General Services firm to open on November 1, 2023

Seconded by Director Banas and unanimously approved.

### **Committee Reports**

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

**Finance/Loan/Audit:** The Finance/Loan/Audit Committee held a meeting on October 18, 2023 Laura Wilson provided a summary of the meeting and answered all questions.

**Human Resources:** The Human Resources Committee held a meeting on October 6, 2023 The meeting minutes were included in the Board Packet. Laura Wilson provided a summary of the meeting answered all questions.

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

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

### **New Business:**

**City Projects Update:** The October 2023 Update was included in the Board Packet. Laura Wilson provided a summary of the updates and answered all questions.

**Board of Directors:** The Board was asked to submit names of potential candidates for Board positions. Some names were submitted and will be evaluated by the Human Resources Committee.

**Avalon Exotics Ribbon Cutting:** Included in the Board packet were the details of the Grand Opening event to be held on October 21, 2023.

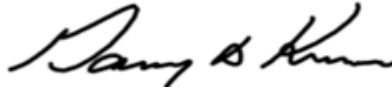
**Old Business:**

**Other Activities:** 9/21-Niagara County Eclipse Meeting, 9/25-Meeting with Northwest Bank, 9/27- Ibero Business Center Advisory Committee, 9/28- Chamber Economic Development Meeting, 9/29- Meeting with Cornerstone Group, 9/29- You Grow Girl Ribbon Cutting Event, 10/2-Meeting with Travel Storys, 10/3- City Council Executive Session, 10/4- LN Board meeting, 10/10-Meeting with Niagara County for USEPA Brownfield Grant, 10/12- Meeting with Paramount Partners, 10/13- TCMH RFQs due, 10/16- LCDC HR Committee, 10/17- On Site Meeting with DOS for Erie Canal Bike Path, 10/18- GBNTRC Meeting, 10/18- LCDC Finance Committee

The next LCDC Board meeting will be on November 15, 2023

There being no further business, a motion was made by Director Maniccia to adjourn the Board meeting at 6:22 p.m. Seconded by Director Banas and unanimously approved.

Respectfully submitted,



Garry Krause  
Secretary, LCDC  
October 18, 2023