

**IDA Governance Committee Board Meeting Minutes  
Madison County Center for Economic Development  
January 15, 2015**

**Members: D. Rogers, R. Lura, E. Moran**

- I. Call to order by Chairman Rogers at 2:26 pm
- II. Old business
  - Approval of minutes from September 25, 2014, motion by E. Moran, seconded by R. Lura, approved.
- III. New business
  - Annual Policy review
    - Policies were presented and reviewed. The policies can be changed at any time, and are to be reviewed by the board once a year. E. Moran suggested editing the code of ethics to be more gender neutral. Motion to recommend approval of policies to full board by R. Lura, seconded by E. Moran, approved.
- IV. Adjourn
  - Motion to adjourn by R. Lura, seconded by E. Moran at 2:40

**IDA Finance Committee Board Meeting Minutes  
Madison County Center for Economic Development  
January 15, 2015**

**Members: *J. Salka, R. Bargabos, S. Potter***

- I. Call to order by Chairman Salka at 3:21 pm
- II. Old business
  - Approval of minutes from September 25, 2014, motion for approval by R. Bargabos, seconded by S. Potter, approved.
- III. New business
  - Grant Agreement with Madison County- presented and discussed, the IDA requested a 3% increase over last year's amount, including the pass through for the KJM economic development services contract. Recommended for approval to full board by S. Potter, seconded by R. Bargabos.
  
  - Administrative Services contract with the CRC, motion to recommend approval to full board by R. Bargabos, seconded by S. Potter.
  
  - SANNY lease contract was presented and discussed, the contract includes a 3% increase annually, recommended for approval to full board by S. Potter, seconded by R. Bargabos.
  
  - KJM Consulting contract was presented and discussed, the contract includes a 3% increase, recommended for approval to full board by S. Potter, seconded by R. Bargabos.
  
  - International Boxing Hall of Fame Conveyance of Real Property- The land will be transferred to the IDA by the thruway authority, and then passed from the IDA to the Boxing Hall of Fame in Canastota. Motion to authorize chairman to sign documents related to the conveyance by S. Potter, seconded by R. Bargabos, all in favor, approved.
- IV. Adjourn
  - Motion to adjourn by R. Bargabos, seconded by S. Potter at 3:32 pm.

**IDA Audit Committee Board Meeting Minutes  
Madison County Center for Economic Development  
January 15, 2015**

**Members: *J. Romagnoli, J. Salka, S. Potter***

- I. Call to order by Chairman Romagnoli at 3:33 pm
- II. Old business  
Approval of minutes from September 25, 2014, motion to approve by J. Salka, seconded by S. Potter, approved.
- III. New business  
Audit pricing- contract from Gustafson & Wargo was presented and discussed, J. Romagnoli recommended having G. Cregg review the contract to make sure everything required for the IDA's audit is included, and if he recommends the Audit committee should act on in the meantime. Motion to recommend acceptance of Gustafson & Wargo's contract by S. Potter, seconded by J. Salka, approved.
- IV. Adjourn  
Motion to adjourn by J. Salka, seconded by S. Potter at 3:39 pm

**IDA Board Meeting Minutes**  
**January 15, 2015 immediately following CRC meeting**  
**Madison County Center for Economic Development**  
**Canastota, NY**

Board Member Attendance: R. Bargabos, D. Rogers, J. Romagnoli, E. Moran, R. Lura, S. Potter

Others Present: K. Hicks, A. Nicholas, Fred Swayze

**Call to order by Chairman Bargabos at 3:40 pm**

**Approval of Minutes**

IDA meeting minutes from November 20, 2014, motion for approval by E. Moran, seconded by D. Rogers, approved.

**Review of Financials**

Tentative year end financials from 2014 were presented and reviewed, motion to approve financials by J. Salka, seconded by J. Romagnoli, approved.

Budget Modification:

**January 2015 Budget Modifications for 12/31/2014**

1. Transferring \$4,066.00 from Contingent 6460.50 to Employee Benefits 9000.80. This amount is to cover the costs of employee benefits for 2014.
2. Transferring \$579.00 from Contingent 6460.50 to Dues, Schools, and Subscriptions, 6460.48. This is to cover the 2014 cost to that line item.

Motion to approve budget medication by J. Salka, seconded by R. Lura, all in favor, approved.

**Chairman's Report**

Updates from Committees

Governance Committee recommended Reaffirmation of slate of policies with minor changes to full board, motion for approval by D. Rogers, seconded by R. Lura, all in favor, approved.

Finance Committee:

Approval of contracts, all contracts were reviewed and recommended for approval

Grant agreement with Madison County, motion for approval by J. Salka, seconded by R. Lura, approved.

Administrative Services contract with CRC, motion for approval by J. Salka, seconded by R. Lura, approved.

SANNY lease contract motion for approval by J. Salka, seconded by R. Lura, approved.

KJM Consulting contract motion for approval by J. Salka, seconded by R. Lura, approved.

Updates from Albany (G. Cregg)- postponed

**Executive Director's Report**

Old Business: Waterfall Designs- project is complete, the former church property in Sullivan was purchased and they expect to move in this spring.

Johnson Brothers Lumber- Closing documents have been received, a groundbreaking ceremony took place in December.

Empire Farmstead Brewery- plans to hold ribbon cutting ceremony on March 17, 2015, is continuing to work with Morrisville State College on Start-Up NY collaboration.

International Boxing Hall of Fame approvals were received at today's meeting. Will work with Hodgson-Russ to create contract between the IDA and Boxing Hall of Fame.

Cazenovia Hospitality will be a Fairfield/Marriot, project is moving forward, received REDC funding.

New Business: REDC awards were announced in December, Central New York was a "winningest" region. Recipients include; City of Oneida, Good Nature Brewing, EBAC/Owera, Cazenovia Hotel, Town of Sullivan, Life of Reilley, Rise Bakery, Cazenovia Cut block, Colgate University Center for Art and Culture, The Brewster (project will not go forward).

**Other Activities:**

K. Hicks continues to work with several plastic to oil companies  
ARE Park could have water and sewer infrastructure by 2016

**Resolutions**

Resolution Authorizing Administrative Services Contract, motion for approval by R. Lura, seconded by S. Potter, roll call, approved.

Richard Bargabos	VOTING	<u>Yes</u>
David Rogers	VOTING	<u>Yes</u>
Russell Lura	VOTING	<u>Yes</u>
Elizabeth Moran	VOTING	<u>Yes</u>
Jack Romagnoli	VOTING	<u>Yes</u>
Steven Potter	VOTING	<u>Yes</u>
John Salka	VOTING	<u>Yes</u>

**Other Business**

**Rogers' Report**

Agricultural Economic Development Updates- AED is sharing services with Morrisville State, and Morrisville is in the process of looking for a new president.

**Date of next meeting**

March 19, 2015-- Madison County Center for Economic Development

**Adjourn**

Motion to adjourn at 4:30 by S. Potter, seconded by J. Salka at 4:30 pm.