

LIVINGSTON COUNTY DEVELOPMENT

ECONOMIC • INDUSTRIAL • COMMUNITY

Approved by



MINUTES
LIVINGSTON COUNTY DEVELOPMENT CORPORATION
Friday, October 2, 2015

Livingston County Government Center, Room 205
Geneseo, NY

Members Attending: W. Bacon, P. Brooks, E. Gott, G. Moore, R. Smith and P. Yendell

Members Excused: S. Boscoe

Staff Attending: J. Coniglio, Esq, J. Marshall, and M. Wheeler

Media Attending: Josh Williams, Genesee Sun

Chairman Brooks welcomed members and guests and called the meeting to order at 10:40 AM.

APPROVAL OF MINUTES

A motion was made by Mr. Yendell to approve the minutes of the October 2, 2015 meeting, seconded by Mr. Bacon. All in favor. Carried.

TREASURER'S REPORT

Ms. Marshall reviewed the Treasurer's Report.

A motion was made by Mr. Smith to accept the Treasurer's Report for the period ending September 30, 2015, seconded by Mr. Moore. All in favor. Carried.

COMMUNICATIONS & CORRESPONDENCE

Ms. Marshall reported that the Corporation received a FOIL request from the Genesee Sun seeking names, loan amounts and current status of loan fund borrowers since loan fund began in 1999. The information has been provided.

REVOLVING LOAN FUND

Ms. Marshall reviewed the Loan Fund Aging Report.

A motion was made by Mr. Gott, seconded by Mr. Yendell, to accept the Aging Report for the period ending September 30, 2015. All in favor. Carried.

NEW BUSINESS

Review of 2016 Proposed Budget

Ms. Marshall thanked the finance committee for their time to meet earlier in the week to review the proposed



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2016 budget. Ms. Marshall then reviewed the proposed 2016 Livingston County Development Corporation Budget for members. The budget will be filed with the New York State Authority Budget Office. *A motion was made by Mr. Bacon to approve the 2016 Proposed Livingston County Development Corporation Budget as presented, seconded by Mr. Smith. All in favor. Adopted.*

Authorization to Extend Audit Services – EFP Rotenberg

Ms. Wheeler explained that the contract for audit services with EFP Rotenberg is a 3 year agreement with an option for an additional 2 years. The agreement is at the end of its 3rd year. The IDA and the LCDC are on the same audit cycle with RFP Rotenberg.

A motion was made by Mr. Bacon, to extend the audit services contract with EFP Rotenberg for 2 additional years covering the audit of fiscal years 2015 and 2016, seconded by Mr. Yendell. All in favor. Carried.

OTHER BUSINESS

Ms. Wheeler reported that Requests for Proposals for the Economic Development Strategic plan have been sent to seven (7) firms. Responses are due no later than 4 PM on October 30, 2015 so that the proposals can be reviewed and a contract award made at the Corporation's November meeting.

A motion was made by Mr. Gott, to enter into executive session under Public Officers Law; article 7 Open Meeting Law to discuss the employment history of a particular individual at 10:50 A M, seconded by Mr. Yendell. All in favor. Carried.

All Board members, Ms. Marshall and Ms. Wheeler remained.

Mr. Coniglio and Mr. Williams departed at 10:50AM.

A motion was made by Mr. Gott to reconvene the meeting at 11:22 AM, seconded by Mr. Moore. All in favor. Carried.

REPORT OF EXECUTIVE SESSION

The Livingston County Development Corporation having met in executive session hereby reports as follows: the board took no action.

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Moore, to adjourn the meeting at 11:23 AM, seconded by Mr. Yendell. All in favor. Carried.

Respectfully submitted,

Julie A. Marshall

Julie A. Marshall
Executive Director

