



Livingston County Economic Development  
Livingston County Government Center  
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Approved by Lawen Lane

**MINUTES  
LIVINGSTON COUNTY DEVELOPMENT CORPORATION  
Friday, June 29, 2018**

**Livingston County Government Center, Room 303A  
Geneseo, NY 14454**

**Members Attending:** P. Brooks; G. Moore; E. Gott; L. Lane; K. Northrup

**Members Excused:** R. Smith; G. Raymond

**Staff Attending:** W. Bacon; L. Wadsworth; M. Wheeler; T. Taylor

**Guests:** Jim Coniglio, Underberg & Kessler; B. Bieger, Birchwood Consulting; B. Doty, Livingston County Chamber of Commerce; M. Underhill, Livingston County Planning Department

Chairman Brooks welcomed members and guests and called the meeting to order 9:14 am.

**APPROVAL OF MEETING MINUTES**

*A motion was made by Mr. Moore to approve the minutes of the May 4, 2018 meeting. Seconded by Ms. Northrup, all in favor, carried.*

**TREASURER'S REPORT**

Mr. Bacon reviewed the Profit and Loss Statement and Balance Sheet for the period ending May 31, 2018. *A motion was made by Ms. Northrup to accept the financial reports as presented. Seconded by Mr. Gott, all in favor, carried.*

**REVOLVING LOAN FUND**

**Aging Report**

Mr. Bacon reviewed the Revolving Loan Fund Aging Report for the period ending May 31, 2018. *A motion was made by Mr. Moore to accept the report as presented. Seconded by Ms. Lane, all in favor, carried.*

**Review of Loan Application: Geek Chic Floral World**

**EXECUTIVE SESSION**

*A motion was made by Mr. Moore to enter into executive session under Public Officers Law; article 7 Open*

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Meeting Law to discuss financials at 9:20 AM, seconded by Mr. Gott. All in favor. Carried. Members, staff and guests remained.

#### REPORT OF EXECUTIVE SESSION

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

A motion was made by Mr. Moore to approve the loan application for Geek Chic Floral World. Seconded by Mr. Gott. All in favor. Carried.

B. Bieger departed at 9:40 AM

#### **NEW BUSINESS**

##### **Buy Local Update**

Ms. Doty gave a presentation on the Buy Local Program activity for the first quarter of the 2018 year.

M. Underhill arrived at 10:00 AM

##### **Sign & Façade Application Review**

Ms. Wadsworth reviewed the following Sign & Façade applications and recommended them for funding:

ADDRESS	TOTAL PROJECT COST	AWARD AMOUNT
3123 Main Street, Caledonia	\$8,500.00	\$3,500.00
27 Main Street, Caledonia	\$1,180.00	\$590.00
134 Main Street, Leicester	\$11,700.00	\$5,000.00
3174 State Street, Caledonia	\$820.00	\$410.00
3127 Main Street, Caledonia	\$6,126.00	\$3,063.00

A motion was made by Mr. Gott to approve the five Sign and Façade applications, for a total of \$12,563.00 funded by the agency. Seconded by Mr. Moore. All in favor. Carried.

##### **Authorization to Apply for a NYMS Technical Assistance Grant**

Ms. Wheeler presented the project and requested authorization to apply for a NYMS Technical Assistance Grant.

A motion was made by Mr. Moore to apply for a NYMS Technical Assistance Grant. Seconded by Ms. Lane, all in favor, carried.

##### **Authorization to Apply for ESD Grant Funds**

Ms. Wheeler presented the project and requested authorization to apply for ESD Grant Funds.

A motion was made by Mr. Moore to apply for ESD Grant Fund. Seconded by Ms. Northrup, all in favor, carried.

##### **Authorization to Apply for an ESD Strategic Planning & Feasibility Studies Grant**

Ms. Wheeler presented the project and requested authorization to apply for an ESD Strategic Planning & Feasibility Studies Grant.

A motion was made by Mr. Gott to apply for an ESD Strategic Planning & Feasibility Studies Grant. Seconded by Ms. Northrup, all in favor, carried.

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**OTHER BUSINESS**

**Director's Comments**

Mr. Bacon reviewed the agency's current work plan, outlining current projects and priorities.

**ADJOURNMENT**

*With no further business to discuss, a motion was made by Mr. Moore to adjourn the meeting at 10:24 am. Seconded by Ms. Lane, all in favor, carried.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Tessataylor". The signature is written in black ink and is positioned to the left of the typed name.

Tessa Taylor

Economic Development Assistant

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