

GREATER LOCKPORT DEVELOPMENT CORPORATION

Minutes of Board of Directors Meeting

March 28th, 2019

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 7:55 a.m. at the Lockport Municipal Building, One Locks Plaza, Lockport, New York. The following Directors were present and constituted a quorum:

Joan Aul	Gary Bennett
Kathy DiMillo	Franklin Knowles
Michelle Roman	Allan VanDeMark
Allan Jack	Jackie Davis
David Van Schoonhoven	

Excused: David Wohleben, Patrick Schrader, Scott Cain

Staff: Brian Smith
Heather Peck

Others: John Ottaviano

Guests: Mary Murphy – Grigg Lewis Foundation

I. Call Meeting to Order: Chairwoman Aul called the meeting to order.

II. Minutes: The reading of the Board of Directors minutes of the January 24th, 2019 meeting was waived. Moved by Mr. VanDeMark, seconded by Mr. Bennett that the minutes be approved. Ayes, 9. Noes, 0. Carried.

III. Treasurer's Report: Due to the fact that the board did not meet in February, financials from January 2019 and February 2019 were reviewed. In reviewing the financials, Mr. Smith noted that major outgoing checks included microenterprise grants, as well as the annual contractual commitment to Lockport Main Street for \$17,500. Mr. Smith stated the cash position continues to be low, but there are no major expenses upcoming. A reimbursement for grant funding for the T Club was submitted last week, and closing of the T Club is pending – both of which will help.

Moved by Mr. VanDeMark, seconded by Ms. Davis to approve the Treasurer's Report for filing with our accountant. Ayes, 9. Noes, 0. Carried.

IV. Topics for Discussion:

a). Foundation Tour: The board was pleased to welcome Mary Murphy on behalf of the Grigg Lewis Foundation. Ms. Murphy discussed the upcoming Community Foundation tour that will be coming to Lockport on June 6th. Funders from both Niagara and Erie County will be in attendance, and Mr. Smith will be a facilitator. The four-hour tour will highlight community development activity, non-profits, and major events happening in Lockport. Anyone interested in attending should contact Chris Smith at the Grigg Lewis office.

b). Audit: Mr. Smith reviewed the conclusions of the GLDC audit performed by Lumsden & McCormick, and reported that the audit was clean, with no major findings. Mr. Smith stated the audit has been

reviewed by the audit committee, who recommended approval by the GLDC board. Because of the small GLDC staff, Mr. Smith encouraged board members to continue to assist in reviewing and commenting on the financials. The complete audit was included in board packet.

Moved by Mr. Jack, seconded by Mr. VanDeMark to approve the audit as presented. Ayes, 9. Noes, 0. Carried.

c). Audit Services: A motion to authorize Mr. Smith to submit an RFQ for audit services was moved by Mr. Jack, seconded by Mr. Bennett. Ayes, 9. Noes, 0. Carried.

d). Properties Update:

- 13 West Main Street: An RFP has been issued for the property with an April 26th deadline for developers to submit a proposal. Proposals will be reviewed ahead of the May GLDC board meeting. Please direct any inquiries to Mr. Smith or Ms. Peck.
- YMCA: No formal proposals were submitted in response to the YMCA's RFP however, there was a lot of interest from developers. Feedback from developers included too short a timeline to submit, and needing updated drawings for the property. Representatives from the YMCA will continue conversations with interested developers.
- T Club: We expect to close on the T Club this summer. We are waiting on the owner's final floor plan. Part of the condition of sale was that part of the grant funding be used for environmental remediation, and we won't know what remediation needs to be done until we have those final plans.
- 17 West Main: The board will recall that this property received Restore NY Grant funds which the GLDC staff helped to secure along with 13 West Main Street. Mr. Smith encouraged the board to drive by and take a look at the progress that is being made on the building as work begins to take shape at that property.

e). DRI Update: Mr. Smith stated that the deadline for Bergmann to submit the investment plan is March 29th, where it will then be in the hands of the state decision-makers. An announcement on what projects are selected for funding is anticipated sometime this summer. Ms. Aul thanked the members of the GLDC board who served on the Local Planning Committee.

V. Adjourn Meeting: Moved by Mr. Bennett seconded by Mr. VanDeMark to adjourn the meeting at 8:30 a.m. Ayes 9. Noes 0.

Gary Bennett
Secretary