

GREATER LOCKPORT DEVELOPMENT CORPORATION
Minutes of Board of Directors Meeting

February 25th, 2021

The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 7:47 a.m. via Zoom. The following Directors were on the call and constituted a quorum:

Scott Cain	Michelle Roman
Joan Aul	David VanSchoonhoven
Kathy DiMillo	Gary Bennett
Allan VanDeMark	Jackie Davis
Rick Abbott	

Excused: Franklin Knowles

Staff: Brian Smith
Heather Peck

Others: Jessica Dittly

I. Call Meeting to Order: Chairman Cain called the meeting to order at 7:47 am.

II. Minutes: The reading of the Board of Directors minutes of the January 28th, 2021 meeting were waived. *Moved by Mr. VanDeMark, seconded by Ms. Davis, that the minutes be approved. Ayes, 9. Noes, 0. Carried.*

III. Treasurer's Report: The financial reports for January 2021 were presented. Mr. Smith first welcomed Franklin Knowles as our new Treasurer. Frank replaces former Treasurer Pat Schrader and participated in his first Finance Committee meeting earlier in the week. Welcome Frank! Mr. Smith stated that the most notable change is that the organization's cash has increased and our real estate assets have decreased with the sale of the T Club. Notable transactions for the month include: \$4,200 to Apex Consulting related to the DRI Small Project Fund, which is fully reimbursable; \$2,500 to Lockport Main Street to ensure they could cover payroll through the transition of their employees coming to the GLDC; \$201,504.43 was the adjusted closing amount for the T Club; and the \$26,020.86 is part of an EPA/Brownfield reimbursement for the remediation of 50 Elmwood. Harrison Place continues to do well, and they have been working on a number of projects.

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

IV. Topics for Discussion:

a). Lockport Main Street: The board welcomed Ms. Jessica Dittly, Program Director for Lockport Main Street, Inc., who gave a report on what the organization has planned for 2021. A workplan for the organization was included in the Board Packet for review prior to the meeting. Ms. Dittly started her report by thanking the board for their support for the reorganization that now puts Lockport Main Street under the GLDC's umbrella and feels it will provide a great opportunity for even more effective cooperation and partnership between all of the organizations moving forward. Referring to the workplan, Ms. Dittly said that the focus of the organization has, and will continue to be, events/programs that bring people into the city, while working to improve their experience once they are here. Moving forward, the LMS board will be meeting quarterly, unless there is a need for additional meetings. Any GLDC board

member that would like to participate in one of those meetings is welcome to. Ms. Dittly highlighted plans for the following events and programs: **The Lockport Community Farmers Market** is now in its 11th season, is now a year-round market. This summer the market will move back to its original location on Canal Street and the winter market continues at Harrison Place. A Wednesday night market is also being considered so that more specialty food vendors, those that may not be able to participate on Saturdays due to their participation in other markets can attend. **Lockport Food Fest** was first held in 2019 and was a reincarnation of the LBA's Taste of Lockport. Unfortunately, the event had to be cancelled in 2020. This year, the plan is to do extensive marketing, centered around the idea of an entire restaurant week, where restaurants would offer specials. Passports for the public would be provided, whereby if patrons ate at a certain number of restaurants that week, they would be entered into a drawing. **Locktoberfest** will be held the first Saturday of October, but Ms. Dittly said she is looking to the business community to host concurrent events that Friday and Sunday as well, making the festival into a three-day event. **Shop Small Lockport** is typically the Saturday after Thanksgiving, and LMS has hosted a welcome table during that day where passports for stops to the various merchants are distributed. This year, the organization wants to expand this concept, and highlight events and specials throughout the months of November and December. Finally, Ms. Dittly reported that the DiscoverLockport.com website is on the priority list to update, as it is a great tool for both residents and tourists.

b). **New Board Members:** Mr. Smith reported that the Personnel Committee has been reviewing potential candidates for three open board positions. After several conference calls and emails, the committee is recommending that the following individuals be appointed to the GLDC board effective immediately, each for four-year terms: Jody Chesko, Phillip Jackson, and Deanna Alterio Brennen. All three of these candidates' resumes were included in the board packet for review prior to the meeting. Mr. Smith also put together a summary of demographics of the board's current make-up and of the board's projected make-up, if these three individuals were to be appointed.

Moved by Mr. VanDeMark, seconded by Mr. Abbott, that the following individuals be appointed to the GLDC board for a 4-year term: Deanna Alterio Brennen, Jody Chesko and Philip Jackson. Ayes, 9. Noes, 0. Carried.

c). **Financial Disclosure Forms:** Mr. Smith reminded the board that the County requires that all board members and staff complete this form and asked that if anyone hasn't, to please complete them and send them in. Ms. Aul asked that Mr. Smith suggest to the county that making the form electronic would be more convenient.

d). **Program Updates:** Ms. Peck updated the board on the progress being made with the DRI Small Project Fund. Currently, there are 20 proposed projects set to receive funding as part of this program. Ms. Peck and Mr. Arlington have been conducting outreach with the property owners looking to start projects this spring or summer to verify scope of work and collect information needed to conduct state approvals. Making sure that property owners understand that there is a process and procedures that must be followed before construction can begin has been very important, as sometimes the process of obtaining the necessary state approvals can take time. We are finding that to be especially true this year, as with everything else, the Pandemic has affected staffing, communication, etc. and consequently, things are just taking a little longer, but we continue to work through some of these challenges with our state partners. Mr. Smith pointed out that things are improving on this front, however, as we did receive the reimbursement as part of our Restore NY Grant awarded in 2018 for renovations to 17 W. Main Street.

e). Property Updates:

1. Harrison Place – Mr. Smith informed the board that the Building 3 project continues to make progress.

2. 13 W. Main Street (Kendzies) – Utilizing a \$300,000 grant, remediation has begun.

3. 50 Elmwood – Mr. Smith reported that a final scope of work is still being developed.

V. Adjourn Meeting: *Motion to adjourn the meeting was made by Mr. VanDeMark, seconded by Ms. DiMillo. Ayes, 9. Noes, 0. Carried.*

Next meeting: Thursday, March 25^h, 2021.

Kathy DiMillo,
Secretary