

GREATER LOCKPORT DEVELOPMENT CORPORATION
Minutes of April 30, 2026 Board Meeting



The regular meeting of the Greater Lockport Development Corporation's Board of Directors was called to order at 8:00 a.m. at the Harrison Studios Conference Room – 160 Washburn Street, 2nd Floor. The following Directors were present and constituted a quorum:

John Craig	Becky Burns	Phil Jackson
Kevin McDonough	Kathy Sparks-DiMillo	Steve Jerz
Jennifer Murphy (zoom)	Ellen Schratz	Jody Chesko
Maggie Lupo	Matt Sova	

Excused: Bree Bacon, Mayor John Lombardi

Staff: Vicki Smith, Deb Coulter, Brian Hutchinson (Corporate Counsel)

Guests:

- I. **Call Meeting to Order:** Steve Jerz called the meeting to order at 8:00 a.m.
- II. **Minutes:** The reading of the Board of Directors minutes of the March 26, 2026 meeting was waived.

Moved by Steve Jerz, seconded by Becky Burns, that the minutes be approved. (Ayes, 10. Noes, 0). Carried.

III. Treasurer's Report:

The March Treasurer's Reports was reviewed in detail by the Finance Committee prior to this meeting. The Consolidated Balance Sheet and P & L Snapshots accurately reflect the general current assets, liabilities, income, and expenses of the GLDC and its subsidiaries.

The following narrative covers the financials for February:

The Balance Sheet: GLDC ONLY

A/R in arrears is 2 customers, owing 2 invoices totaling \$17,774.53. A/P is current, nothing over 30 days.

P&L: GLDC ONLY

Income received from 210 Walnut, March payment and 13 W Main, for Jan payment. We also received a refund from ADP for overpayment on our unemployment insurance. We received from the City, a grant payment to 13 W Main St for the loan portion of the CDBG Grant and for our admin costs. For expenses, we paid salaries, our annual disability invoice to ShelterPointe, Harrison Studio's 3rd and 4th quarter bill for 2025 in the amount of \$6,640.50. We processed the payment to 13 W Main St for the pass through of the loan portion of the CDBG Grant in the amount of \$125,703.05.

Statement of Cash Flows: GLDC ONLY

Cash flow shows a decrease from last month due to Big Ditch paying the March invoice early.

Harrison Place

- 71 units occupied and 26 vacant for March. Rentable units 97.

Motion to accept the Treasurer's Report moved by Phil Jackson, seconded by John Craig. (Ayes, 10. Noes, 0). Carried.

IV. New Business:

A) Harrison Place Management Update

- A presentation was delivered by Harrison Studio to the Harrison Place Management Task Force regarding its proposal to serve as the new management company for 210 Walnut.
 - The Task Force authorized the President/CEO to proceed with negotiating an Incubator Management Agreement with Harrison Studio.
 - Upon execution of the agreement, a one-month transition period is anticipated to begin on June 1st.
- Harrison Place Open House is scheduled for Wednesday, May 6th 4:30 p.m. – 7:30 p.m.
 - Open house will feature tours of the renovated spaces and showcase new and existing businesses in the building.
- Niagara USA Chamber of Commerce recognizing Edla Collora as Business Person of the Year.
 - Thursday, May 14th from 11:00 a.m. to 2:00 p.m. at Double Tree by Hilton in Niagara Falls.

B) Greater Lockport Business Association

- Ribbon Cutting at The Crafters Nest
 - New business in the Bewley Building.
 - Friday, May 8th at 10:30 a.m.

C) GLDC By-Laws

- Governance Committee will set up a time to meet to review and update the GLDC By-laws.
 - Governance Members include Steve Jerz, Maggie Lupo, Becky Burns, and Brian Hutchinson.

D) Board Member Training - <https://abo.ny.gov/board-member-training>

- See link for upcoming training dates – required for all board members

E) CEO Report

- Vicki provided an update of the GLDC Roadmap
 - Financial Plan: Three grants have been secured for \$2,485,000.00.
 - Goal for 2026 is to secure 4 grants totaling \$1,000,000.00.

- Business Development: To date there have been 36 new jobs created in the City of Lockport. 1 new developer and 1 new business.
 - Goal for 2026 is 50 new jobs and 5 new business/developers.
- Organizational Design: Brittnee Miller has been helping with marketing and GLDC social media. Two new board members have joined the GLDC board in 2026.
- Professional Growth: Vicki is the current President of the Rotary Club of Lockport. She is also participating in Lunch and Learn opportunities with UB.

F) New Business

- New board member, Matt Sova was welcomed and introduced to the Board of Directors. Each board member had a chance to briefly introduce themselves to Matt.

V. Adjourn Meeting: The meeting adjourned at 9:10 a.m.

Motion to adjourn the meeting moved by Kevin McDonough, seconded by Ellen Schratz. (Ayes, 10. Noes, 0). Carried.

Next meeting: Thursday, May 21, 2026, at 8:00 am at the Harrison Café located at 210 Walnut



Becky Burns, Secretary