

Wayne County Civic Facility Development Corporation
Board Meeting – October 25, 2023
MINUTES

A meeting of the Wayne County Civic Facility Development Corporation (WCCFDC) was called to order by Chairman Scott Johnson at 10:45 a.m. at 9 Pearl St., Second Floor Conference Room, Lyons, NY. Other members present were Vice-Chairman Phil Eygnor, Treasurer Julie DiLella, Kenneth VanFleet, Amanda McDonald, and Pamela Heald. Board member absent was Secretary Kaye Stone-Gansz. Staff members present were Brian Pincelli, CEO; Katie Bronson, COO; Jamie Corteville, CFO; and Cadie Meehan, Assistant Secretary.

Minutes from the March 22, 2023 Board Meeting were presented for approval in a motion by Mr. Eygnor with a second by Ms. DiLella. Minutes were accepted.

Mr. Johnson introduced the Resolution Authorizing New Assistant Secretary and Records Management Officer. Mr. VanFleet made a motion to accept the Resolution as presented with a second from Mr. Eygnor. All approved.

Mr. Johnson introduced the Resolution to Adopt an Internal Control Policy. Ms. Heald made a motion to accept the Resolution as presented with a second from Mr. Eygnor. All approved.

Mr. Johnson introduced the Resolution Adopting Proposed PAAA/PARIS Budgets and Authorizing Submission to the ABO. Ms. Heald made a motion to accept the Resolution as presented with a second from Mr. Eygnor. All approved.

Mr. Johnson introduced the Resolution Accepting Proposals and Authorizing Audit Services. Ms. DiLella made a motion to accept the Resolution as presented with a second from Mr. Eygnor. All approved.

Ms. Corteville reminded the Board that Wayne County Action Program is the only loan through the WCCFDC and their account is current.

Ms. Corteville and Ms. Bronson updated the Board on the Apartments for Success project organized by the Wayne County Action Program. The newly rehabilitated facility has six efficiency style apartments that are used for temporary housing; this is an opportunity to provide a safe and affordable environment to homeless individuals with case management resources. It was mentioned that the project is complete and every apartment is occupied at this time. Ms. Corteville and Ms. Bronson did a site visit in September, noting that this is a great resource for people in need.

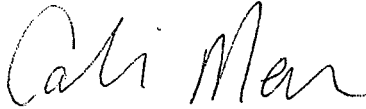
Mr. Johnson asked for an update from the Executive Director; Mr. Pincelli reported none at this time.

At 10:58 a.m., Mr. Eygnor made a motion to enter into Executive Session to discuss personnel matters and was seconded by Ms. Heald. All approved. After discussion, at 11:35 a.m., Ms. Heald made a motion to return to Regular Session and was seconded by Mr. Eygnor. All approved.

There is a Governance Committee Meeting scheduled for November 15, 2023 at 8:00 a.m. The

next WCCFDC meeting is set for December 13, 2023 at 9:00 a.m. Hearing no other business, Mr. Johnson called for a motion to adjourn, which was moved by Mr. Eygnor and seconded by Mr. VanFleet. Meeting adjourned at 11:35 a.m.

Sincerely,

A handwritten signature in cursive script that reads "Cadie Meehan". The signature is written in black ink and is positioned below the word "Sincerely,".

Cadie Meehan, Assistant Secretary