

Wayne County Civic Facility Development Corporation
Board Meeting
Regular Meeting – January 24, 2020
MINUTES

The regular meeting of the Wayne County Civic Facility Development Corporation (WCCFDC) was called to order by David Spickerman at 9:32 a.m. on Friday, January 24, 2020, in the 2nd floor conference room, 9 Pearl Street, Lyons, NY. Members Present: David Spickerman, Pamela Heald and Ken VanFleet. Absent: Jeannie Brockmyre. Also present: Ken Miller, Robert DeBadts, Julie Dilella, Kaye Stone-Gansz. John Morrell, Esq., Brian Pincelli, Director of Economic Development & Planning; Kathleen Bronson, Deputy Director of Economic Development & Planning; Jamie Corteville, Fiscal Officer; and Tanya Hasseler, Business Outreach Coordinator. Meeting began with roll call.

On motion of Mr. VanFleet seconded by Ms. Heald the minutes of the meeting of November 22, 2019 were unanimously approved.

Discussion of officer elections at the annual meeting.

Welcome Kathleen Bronson, Deputy Director of Economic Development & Planning

2020 Board Member Contact Information sheet; Jamie Corteville; Fiscal Officer sent sheet around table for members to update all contact information. This will be shared via email with all board members and staff.

WCCFDC Board Officers, Audit & Finance Committee and Governance Committee- Nominations & Elections- (See Attachment A)

Resolution- Annual Meeting (See Attachment B)

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Moved: Mr. VanFleet

Second: Ms. Heald

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	X			
Pamela Heald	X			
Kenneth VanFleet	X			
Jeannie Brockmyre			X	

The Resolution was thereupon duly adopted.

Resolution-Authorizing Approval of Sole Member (See Attachment C)

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Moved: Mr. VanFleet

Second: Ms. Heald

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	X			
Pamela Heald	X			
Kenneth VanFleet	X			
Jeannie Brockmyre			X	

The Resolution was thereupon duly adopted.

Resolution Authorizing Signatories for WCCFDC Bank Accounts

Whereas, with the transitioning of Board members and staff, Wayne County Civic Facility Development Corporation (WCCFDC) has bank accounts in need of updated signatories; and

Whereas, it is appropriate to have the 4 signatories on file at the banks to represent this corporation, therefore, be it hereby

Resolved that Pamela Heald, Brian Pincelli, David Spickerman and Kathleen Bronson are approved signatories on all checking and savings accounts associated with the Wayne County Civic Facility Development Corporation.

Moved: Heald

Seconded: VanFleet

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	X			
Pamela Heald	X			
Kenneth VanFleet	X			
Jeannie Brockmyre			X	

The Resolution was thereupon duly adopted.

Resolution Accepting and Authorizing the Submission of the WCCFDC 2019 Annual Investment Report to PARIS

Whereas, the WCCFDC Board has been presented with the 2019 Fiscal Year Investment Report; and Whereas, under Section 2925(6) of the Public Authorities Law, the WCIDA and its affiliates, including WEDC and WCCFDC are required to prepare such annual investment report and submit annually to NYS Authorities Budget Office, be it hereby

Resolved, that the WCCFDC Board of Directors accept, approves and authorizes staff to submit the presented Annual Investment Report to the Public Authorities Reporting Information System (PARIS).

Moved:Heald

Seconded:VanFleet

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	X			
Pamela Heald	X			
Kenneth VanFleet	X			
Jeannie Brockmyre			X	

The Resolution was thereupon duly adopted.

Resolution Accepting and Authorizing the Submission of the WCCFDC 2019 Annual Procurement Report to PARIS

Whereas, the WCCFDC Board has been presented with the 2019 Fiscal Year Procurement Report; and Whereas, under Section 2925(6) of the Public Authorities Law, the WCIDA and its affiliates, including WEDC and WCCFDC are required to prepare such annual procurement report and submit annually to NYS Authorities Budget Office, be it hereby

Resolved, that the WCCFDC Board of Directors accept, approves and authorizes staff to submit the presented Annual Procurement Report to the Public Authorities Reporting Information System (PARIS).

Moved:Heald

Seconded: VanFleet

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	X			
Pamela Heald	X			
Kenneth VanFleet	X			
Jeannie Brockmyre			X	

The Resolution was thereupon duly adopted.

Fiscal Officers Report- Jamie Corteville

a. WCCFDC Bank Balances

Executive Director Updates

Other Business

Next WCCFDC meeting- March 27, 2020

Motion to Adjourn by Ms. Heald at 9:45am, 2nd by Mr. VanFleet

Respectfully submitted,

Tanya Hasseler, Assistant Secretary