

**Wayne County Civic Facility Development Corporation
Board Meeting
Regular Meeting – November 22, 2019
M I N U T E S**

The regular meeting of the Wayne County Civic Facility Development Corporation (WCCFDC) was called to Ken VanFleet at 10:35 a.m. on Friday, November 22, 2019, in the 2nd floor conference room, 9 Pearl Street, Lyons, NY. Members Present: Pamela Heald, Jeannie Brockmyre. Also present: Robert DeBadts, Julie Dilella, Kaye Stone-Gansz. John Morrell, Esq., Jamie Corteville, Fiscal Officer; and Tanya Hasseler, Business Outreach Coordinator. Meeting began with roll call.

David Spickerman & Brian Pincelli, Director of Economic Development & Planning

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

Discussion of officer elections at the annual meeting.

Audit & Finance Committee Update and Recommendations

- a. EFPR Audit Services for 2019 Fiscal Year
- b. PAAA/PARIS Budget

Resolution Accepting Proposals and Authorizing Audit Services – WCCFDC

Whereas, EFPR Group, LLP has submitted proposals for the annual audits of the Wayne County Industrial Development Agency, Wayne Economic Development Corporation and the Wayne County Civic Facility Development Corporation, and

Whereas, the Audit Committee has advised the board that the proposal for the annual audit of the WCCFDC in the amount of \$3,250.00 is acceptable and meet the requirements that the Corporation seeks; be it hereby

Resolved, that WCCFDC Board of Directors hereby accepts the proposal and authorizes the CEO to enter into the necessary agreement for the term of 1 year to initiate the process.

Moved: Brockmyre

Second: Heald

	Yea	Nay	Absent	Abstain
David Spickerman, Sr. (Chairman)			X	
Pamela Heald	X			

Ken Van Fleet (Secretary)	X			
Jeannie Brockmyre (Treasurer)	X			

The above resolution is certified and true and was passed at the WCCFDC Board meeting on November 22, 2019.

Tanya Hasseler
Assistant Secretary

Resolution Adopting Proposed PAAA/PARIS Budgets and Authorizing Submission to the ABO

Whereas, the Audit & Finance Committee of the WCIDA, WEDC and WCCFDC, have reviewed the proposed PAAA/PARIS budgets, recognizing that they are based on estimates of anticipated revenues and expenditures; and

Whereas, the Audit & Finance Committee has recommended adopting and submitting the proposed budgets; be it hereby

Resolved, that the WCCFDC Board hereby accepts and directs the proposed PAAA/PARIS budgets for the WCCFDC posted through the PARIS portal and submitted to the Authority Budget Office.

Moved: Heald

Second: Brockmyre

	Yea	Nay	Absent	Abstain
David Spickerman, Sr. (Chairman)			X	
Pamela Heald	X			
Ken Van Fleet (Secretary)	X			
Jeannie Brockmyre (Treasurer)	X			

The above resolution is certified and true and was passed at the WCCFDC Board meeting on November 22, 2019.

Tanya Hasseler
Assistant Secretary

Fiscal Officers Report- Jamie Corteville

a. WCCFDC Bank Balances

Other Business

Next WCCFDC meeting- January 24, 2020

Motion to Adjourn by Ms. Brockmyre at 10:45am, 2nd by Ms. Heald

Respectfully submitted,

Tanya Hasseler, Assistant Secretary