

WYOMING COUNTY IDA and BAC
ANNUAL BOARD MEETING MINUTES

The WCIDA Board of Directors met on December 13, 2012 at 2:30 p.m. at the Wyoming County Business Services Center, 6470 Route 20A Perry, New York 14530.

1. Roll call was taken. In attendance were: Norb Fuest, Chairman; Bruce Camp, Treasurer; James Morey, Secretary; Mark Merrill, Assistant Secretary; Robin Marschilok, Program Manager.

Absent: Amanda Parker, Vice-Chairperson; Michael Heftka, Executive Director

Also in attendance:

Jim Fleischmann, Wyoming County BOS

James Pierce, Wyoming County Business Center

2. Minutes of the November 29, 2012 Board meeting were reviewed. A motion was made to accept the minutes by B. Camp and seconded by J. Morey. The motion was unanimously approved.

The financial reports from November 2012 were reviewed. The Financial reports were accepted on a motion made by J. Morey, seconded by B. Camp. The motion was unanimously approved.

3. The Board then reviewed a previous request from Attica Millworks for participation in the business stabilization program. Since the last meeting the company provided additional financial information as requested by the Board. After discussion the Board approved the request on a motion made by M. Merrill and seconded by B. Camp. The motion was unanimously approved.

The Board then discussed the status of Di Martino's request from the previous meeting. M. Merrill stated that the owner is making arrangements to meet with a business counselor from SCORE to help evaluate the current cash flow of the business before moving forward with the stabilization program request.

4. Chairman N. Fuest then opened the Annual Meeting. **The Board agreed to simultaneously review and confirm the same items for the Wyoming County Business Assistance Corporation.** The first item was the confirmation of officers as per the WCIDA and WCBAC By-Laws. After review and discussion the Board agreed to re-appoint officers as they were previously assigned. Norb Fuest, Chairman; Amanda Parker, Vice-Chair; Bruce Camp, Treasurer; Jim Morey, Secretary; Mark Merrill, Assistant Secretary.

The WCIDA Board then recessed to allow the Governance Committee to convene.

5. Chairman Fuest called the Governance Committee to order. R. Marschilok then reviewed the Agency policies and procedures adopted in the By-Laws as per the PAAA. After

review of the By-Laws the Committee recommended the re-adoption of the policies and procedures be referred to the WCIDA Board on a motion made by B. Camp and seconded by M. Merrill. Chairman Fuest then adjourned the Governance Committee.

6. The Board of Directors meeting was called back to order at which time the referred re-adoption of policies and procedures was accepted. On a motion made by M. Merrill and seconded by J. Morey the Board re-adopted the Policies and Procedures as written in the Agency's By-Laws as set forth by the PAAA. The Motion was unanimously approved.

The WCIDA Board then recessed to allow the Finance Committee to convene.

7. Chairman Fuest called the Finance Committee to order. The Committee discussed the 2013 WCIDA and WCBAC Budgets which were approved at a previous meeting. After discussion the Committee agreed to accept the Budgets as approved by the WCIDA Board. The committee recommended the approval of the Budgets on a motion made by B. Camp and seconded by M. Merrill. The motion was unanimously approved. Chairman Fuest then adjourned the Finance Committee.
8. The Board of Directors meeting was called back to order at which time the referred Budgets were re-approved on a motion made by J. Morey and seconded by B. Camp. The Motion was unanimously approved.
9. N. Fuest then opened discussion concerning the Attica Rail project. The Board is looking at different options for location of the project in and around Attica. J. Pierce agreed to meet with Dan Kirsch on behalf of the WCIDA to discuss other options. N. Fuest will talk to Agency's counsel, Eric Dadd, to discuss a meeting with the Attica Village Board before moving the project forward.
10. J. Pierce presented his quest report by updating the WCIDA Board on a recent telephone conversation he had with Bill Liebe of ACO in Perry. Liebe has stated that the company is in the process of acquiring new business to bring to its Perry location and is looking for financing options for the project.
11. The WCIDA Board then moved into executive session on a motion by M. Merrill and seconded by B. Camp, the motion was unanimously approved. In executive session the Board discussed an issue with an employee. After discussion the Board moved out of executive session.
12. There being no further business to discuss the meeting was adjourned by unanimous consent.

The next regular scheduled Board of Directors meeting of the WCIDA will be held on January 24, 2013 at 2:30 p.m. at the Wyoming County Business Center.

Minutes prepared by R. Marschilok