

## **DLDC BOARD OF DIRECTORS MEETING- October 31, 2012**

**Present:** Mayor Anthony J. Dolce, Tim Gornikiewicz, Lacy Lawrence, Steve Neratko, Nicole Waite, Joe Becerra, James Muscato, Stephanie Kiyak, Rosemary Banach, Andy Gonzalez, Richard Halas, and Judy Presutti. Also present was Ron Szot, City Attorney, Councilwomen Szukala.

**Absent:** Jaime Rodriguez, Judy Lockett, and Mark Woods.

Meeting was called to order by Steve Neratko at 11:07 AM, located in the Mayor's Conference Room.

**Reading of Minutes of preceding minutes:** Richard Halas asked that it be included that the board did request a list pertaining to the fiscade program that was discussed at the last meeting. Stephanie Kiyak made a motion to accept prior minutes of September 26, 2012, seconded by Jim Muscato. Carried, all voting aye.

There was an announcement made: In the future, meeting minutes, along with committee and officer reports will be sent out prior to our monthly meeting. Also there will now be a 12:30pm time limit applied to the meetings. If there is anything pressing that was not covered within the meeting a special meeting could be arranged or it could be then added to the next monthly meeting.

**Committee Reports:** Stephanie Kiyak stated they discussed low board attendance, new appointees, board orientation, risk assessment, and consent agendas at their last Governance meeting held on October 25, 2012. She mentioned they reviewed the by-laws specifically in regards to attending more than 50% off the meetings. It was mentioned Ginger Pokoj has resigned from the board. Board Orientation would help new members be brought up to speed and help outline their job duties. Consent Agenda will help condense the meetings by sending out committee reports and minutes ahead of time provided by the chair per committee.

Richard Halas stated the Finance Committee met and discussed the loan refinance agreement but it would be discussed further later when the loan would be gone over.

Rosemary Banach explained the Policy Committee had met and reviewed a lot of information that was then passed onto the Finance Committee. Loan policies were reviewed line by line. They are still working on making this procedure better. Rosemary Banach suggested there should be a more standardized procedure. There should a set of values and parameters to work off of and then differentiate based off of their risk assessment. They are also reviewing surrounding cities policies.

**Officer Reports:** Tim Gornikiewicz gave his treasurer's report. It was mentioned that for organizational purposes, the reports will now be presented on a month to

month basis. He mentioned school taxes have been paid. HUD Loans are all transferred into the HUD accounts and up to date. He explained there has been no change to the loans' statuses. Demetris, Chautauqua Wood, and Rookies are considered CDBG Loans. Their payments must be allocated into a CDBG Account and then used for restricted projects that are eligible under CDBG standards. There was discussion regarding LakeShore Grill Works recently going up for sale. Rosemary Banach asked if the proper paperwork was filed for this loan. She also asked which loans are not properly filed and if there is a list identifying them. Steph Kiyak made a suggestion that a checklist be made with the loan application process and then compared to each loan in order to organize what paperwork is filed and what is not. Steve Neratko explained he is in the process of sorting through these. He has been in contact with the clerk's offices but physically someone would have to go to Mayville in order to get any further information for our loans.

**Old/Unfinished Business:**

Margie Dye is a new appointee filling the position on the board for banker experience previously filled by Shannon Solares.

EnviroTeknix refinance was then discussed.

***Resolution #16-2012***

Rescinding Resolution #15-2012 and approving loan modification EnviroTeknix. Joe Beccera made a motion to amend the resolution adding terminology "adequate collateral" and "\$737 forgiven." Seconded by Rosemary Banach. Carried, all voting aye. Andy Gonzalez made a motion to accept the resolution. Rosemary Banach seconded it. Carried, all voting aye.

NYS ABO Budget Report was discussed. There was a budget and financial plan passed out that would just need to be reviewed for now, no action will be taken at this time. To be discussed further in the future.

Festival Committee was mentioned. Steve Neratko explained they are putting together a committee responsible for coordinating the events, marketing, promos, etc. They will have full responsibility over the festivals. Steph Kiyak made note that she suggested Stacy Szukala should be considered Chair and Nicole Waite as Treasurer. Steve Neratko said at this point it is too early to be determined. Within this committee they could make these decisions. These positions should be noted are 100% volunteer.

***Resolution #17-2012***

Confirming festivals organizing group. Judy Presutti made a motion to approve. Seconded by Joe Beccerra. Carried, all voting aye.

***Resolution #18-2012***

Directing request for proposals- auditing services. Steph Kiyak made a motion to approve. Seconded by Joe Beccerra. Carried, all voting aye.

***Resolution #19-2012***

Appointing Nicole Waite as DLDC Secretary. Steph Kiyak made a motion to approve.  
Seconded by Joe Beccerra

Joe Beccerra made a motion for adjournment.