

CARTHAGE INDUSTRIAL DEVELOPMENT CORP.
MINUTES OF MEETING
OCTOBER 25, 2017

Present: Sarah Bullock, David Zembiec, Bruce Armstrong, Wayne McIlroy, Derek Davis, Tod Nash
Excused: Robert Gormley, Michelle Capone (proxy to Bruce Armstrong), Paul Smith , Tom Piche' (proxy to Bruce Armstrong), Bruce Ferguson (Proxy to Bruce Armstrong),
Others Present: Lori Borland Administrative Assistant

Call to Order: President Bruce Armstrong called the meeting to order at 4:26 p.m.

Open Forum: none

Minutes: Upon motion by Mr. McIlroy, seconded by Mr. Davis, it was voted to approve the minutes of the September 27, 2017 meeting. Motion passed unanimously.

Financial Report and Ratification of Bills:

Copies of the financial reports including the deposits, checks, P&L and Balance sheet were provided previously for review. A motion was made by Mr. McIlroy, seconded by Mr. Nash to approve the financial reports and payment of the bills. Motion passed unanimously.

Community Development Director Report:

A copy of the report was passed around and emailed prior to this meeting. Mrs. Bullock noted various items of interest that she has been working on.

Old/New Business:

- a.) 2018 Budget: a copy of the proposed 2018 budget was passed around to the board for review, after having been discussed by the Finance Committee. Upon motion by Mr. Nash, seconded by Mr. Zembiec, it was voted to approve the 2018 budget as presented. Motion passed unanimously.
- b.) MERsage lease: Upon motion by Mr. Davis, seconded by Mr. Nash, it was voted to approve the renewal of the lease for MERsage at the new rate of \$450 per month in which Mrs. Tucker was agreeable. Motion passed unanimously. It was noted that she is very happy at that location.
- c.) Stefano's Concerns: It was noted that a meeting with Stefano was held with the Building Committee on October 19, 2017, wherein he expressed several issues of concern, and that he seemed to be pleased that his concerns were being heard. His concerns will be brought up to the Building Committee to review and after some questions have answers, it will be brought up to the full board at a later date.
- d.) PARIS preparations: It was noted that any changes to the By-Laws need to be done prior to 12/31/17, and that the proposed 5 year budget is due to PARIS by 10/31/17. Upon approval of the 2018 budget, it was noted that Ms. Borland will submit the 5 year proposed budget to the PARIS website. It was noted that the Audit & Governance Committee will meet on November 14, 2017 at 3 p.m. to review PARIS issues and By-Laws and Policies.
- e.) Termination of Contract with Chamber - It was noted that the Chamber administrative services contract needs to be terminated and a new contract done with Ms. Borland for an independent contractor.

- f.) New Phone Number for CIDC: It was brought up that because of Ms. Borland's ending her employment with the Chamber, that the phone number, etc. will need to be changed. All of the administrative issues concerning the transformation can be handled by Ms. Borland and by Mrs. Bullock after discussion and agreement by the Board. It was also noted that the CIDC website should be its own instead of on the Village of Carthage website.
- g.) Paul Smith on Signature Cards: Upon motion by Mr. Davis and seconded by Mrs. Bullock it was voted that Paul Smith will be added as a signatory on all of the accounts, due to logistics.

Next regular meeting will be held on November 29, 2017 (afternote: November meeting cancelled and will meet on December 13, 2017)

It was noted that the Hydro Committee meeting will be on Monday, October 30, 2017 at 11:00 a.m. at the Wilna Offices.

There being no further business to come before the Board, a motion was made by Mrs. Bullock, seconded by Mr. McIlroy to adjourn. Meeting adjourned at 5:45 p.m.