

FINGER LAKES ECONOMIC DEVELOPMENT CENTER  
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**MINUTES OF THE REGULAR BOARD MEETING OF THE FINGER LAKES ECONOMIC DEVELOPMENT CENTER**

March 16, 2016

FLEDC MEMBERS PRESENT: Taylor Fitch  
Gene Pierce  
Mary Zelazny  
Jim Willson  
Jerry Hiller  
Mark Morris

FLEDC MEMBERS ABSENT: Rita Gow

STAFF: Steve Griffin  
Kari DeWick  
Doreen Jensen

GUESTS: John Christensen  
Tim Dennis  
Mark Waterstram  
Rick Willson

Chair G. Pierce called the meeting to order at 8:00 A.M.

Roll call was taken; a quorum was present.

*A motion was made by T. Fitch and seconded by M. Morris to go into Executive Session at 8:01 AM to discuss the employment history of staff. Motion passed.*

*A motion was made by M. Morris and seconded by J. Willson to come out of Executive Session at 8:17 AM. Motion passed.*

There was no action taken in Executive Session.

*A motion was made by J. Willson and seconded by M. Morris to accept the Personnel Committee's recommendations as presented. Motion passed.*

**OLD BUSINESS**

S. Griffin reviewed the Frost Vines subordination review that was requested by USNY Bank and was discussed at the December Board Meeting. The Loan Review Committee recommended that the FLEDC board move forward with the subordination request.

*A motion was made by M. Zelazny and seconded by J. Hiller to authorize the Chair sign the subordination for Frost Vines with USNY Bank. Motion passed with J. Willson abstaining.*

## **MINUTES**

*A motion was made by T. Fitch and seconded by J. Willson to approve the January 27, 2016 minutes as written. Motion passed.*

## **FINANCE COMMITTEE**

D. Jensen reviewed the February financials and all bills to be paid. *A motion was made by M. Zelazny seconded by T. Fitch to approve the February financials, and to pay all bills submitted as presented. Motion passed.*

Receivables and the loan reports were reviewed.

## **MANAGEMENT REPORT**

The following updates were given to the Management Report:

S. Griffin reported on a presentation with a Small Business Management Class at Keuka College. This presentation was geared towards challenges faced by small businesses. S. Griffin then asked the class what would be needed to have them be more involved in the community. Some of their concerns are transportation to Penn Yan, and attracting a restaurant/bar that is more family oriented, They would also like more activities/locations to improve the night life!

S. Griffin reported on a meeting with Neil Simmons, Ivan Martin and Howard Hoover. There was a lot of discussion around retail stores downtown, challenges faced by the Mennonites especially parking and how generally we can work together on future projects/programs. Both sides thought it was a great meeting.

S. Griffin reported on Professional Speakers to the Middle School 7<sup>th</sup> graders went well with lots of positive feedback.

S. Griffin reported that the Kan-Pak, LLC leases for 109 Horizon Park Drive were completed in February.

K. DeWick gave the Board an update on the Exploring program. There are 36 total students involved. 23 in Trades, 7 for medical and 6 criminal justice.

K. DeWick also gave an upstate on the Yates Young Professionals first meeting. K. DeWick is working with Derek Stork and Lucy Danks. There were 22 attendees and more young professionals have reached out.

The Board congratulated Staff on a great Annual Meeting.

## **NEW BUSINESS**

S. Griffin reported Jensen Brothers would like to renew their lease for 500 square feet of garage space. The rent is \$1.92 a square foot. The building is not in the greatest shape. ***A motion was made by J. Hiller and seconded by M. Zelazny to authorize the Chair sign the lease with Jensen Brothers. Motion passed.***

D. Jensen reviewed Dr. Arnold Shapiro lease renewal. Dr. Shapiro rents 900 square foot of office space in the front of the Seneca Building. This would be a two-year lease renewal at \$8.50 a square foot, \$200/month for utilities and \$80/month for common area maintenance. ***A motion was made by T. Fitch and seconded by J. Willson to authorize the Chair to sign the two-year renewal lease as presented with Dr. Arnold Shapiro. Motion passed.***

R. Willson reviewed the history of a piece of land on Powell Lane. Back in the 90's Clearpass Containers (Silgan) acquired more land for expansion and then decided not to expand. Silgan deeded the property back to the IDA. The IDA deeded the land to Doug Marchionda. The Village is willing to take title to the property to maintain, as it is actually part of Powell Lane. The IDA needs to release the property to the Village of Penn Yan. ***A motion was made by T. Fitch and seconded by M. Zelazny to authorize the release of land on Powell Lane to the Village of Penn Yan. Motion passed.***

Mark Waterstram from Bonadio & Co. presented the 2015 Audit. The Audit was an unqualified clean audit. There was a question and answer period. ***A motion was made by T. Fitch and seconded by J. Willson to approve the Finger Lakes Economic Development Center's 2015 audit as presented. Motion passed.***

J. Hiller had to leave the meeting at 8:54 AM.

***A motion was made by M. Morris and seconded by M. Zelazny to suspend the meeting at 8:55 AM. Motion passed.***

***A motion was made by J. Willson and seconded by T. Fitch to reconvene at 9:08 AM. Motion passed.***

***A motion was made by T. Fitch and seconded by M. Morris to go into Executive Session at 9:10 AM to discuss the financial history of a particular corporation. Motion passed.***

***A motion was made by T. Fitch and seconded by M. Morris to come out of Executive Session at 9:26 AM. Motion passed.***

There was no action taken in Executive Session.

***A motion was made by T. Fitch and seconded by M. Morris to adjourn the meeting at 9:26 A.M. Motion passed.***

Respectfully submitted,

Doreen J. Jensen

