

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

March 18, 2020

FLEDC MEMBERS BY PRESENT: Gene Pierce
Dr. Kim Williams
Rita Gow
Ryan Hallings
Janice Gaub

FLEDC MEMBERS ABSENT: Bill Holgate
Sirene Garcia

STAFF: Steve Griffin
Mike Lipari
Mike Seppala
Doreen Jensen

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 220.1 issued on March 12, 2020 suspending the Open Meetings Law, the Corporation (the "Agency") held this Board Meeting via electronic webinar instead of a public meeting open for the public to attend in person.

Chair G. Pierce called the meeting to order at 8:58 A.M.

Roll call was taken, a quorum was present.

MINUTES

A motion was made by R. Hallings and seconded by R. Gow to approve the March 18, 2020 minutes as corrected. Motion passed.

AGENDA CHANGES

There were no agenda changes

FINANCE COMMITTEE

D. Jensen reviewed all the bills to be paid, the total bills to be paid today is \$63,902.60 and consists of Check #5175-5191 and includes payroll from the Checking Account. *A motion was made by R. Gow and seconded by Dr. K. Williams to pay all bills submitted totaling \$63,902.60 from the checking account respectively with the check numbers presented. Motion passed.*

MANAGEMENT REPORT

M. Lipari reported that he inquired with NYSHCR if we could hold a virtual meeting/webinar to share program goals and the application process for the Building Improvement Fund. M. Lipari reported that NYSHCR has approved this type of meeting.

M. Lipari reported that businesses are struggling but it is encouraging to see the community support for each other when everyone is struggling.

M. Seppala reported that the Governance Committee has approved several policies. M. Seppala will send out the policies and they will be put on the May agenda for approval.

M. Seppala reported he has put together a detailed accounting manual and that he is working on other procedural documents.

S. Griffin reported he has covered a lot of different roads in Yates County picking up and delivering face masks. The first batch of face masks are gone and there are more requests coming in every day.

S. Griffin reported he had received the first draft of the feasibility study for a new next gen corporate park. There is a couple of pieces that need to be filled in. The cost estimates received were within the anticipated cost range. The timing right now is bad with expected loss of municipal revenues who we need to make this happen.

S. Griffin congratulated M. Seppala and D. Jensen on submitting of the PARIS reports on time. It is of note this year as the ABO extended the due date as IDAs deal with COVID-19 pandemic. M. Lipari also assisted. S. Griffin reported this year was much smoother for him with the addition of M. Seppala.

S. Griffin reported that we had received an email from the NYS Comptroller's office that they had received our corrective action plan. Our requirements from that are now completed.

G. Pierce congratulated staff on all the New York State reports and Comptroller's audit information.

NEW BUSINESS

D. Jensen reported that Dr. Arnold Shapiro has requested rent deferral for 90 days. They are currently not seeing patients or booking appointments at this time. ***A motion was made by J. Gaub and seconded by R. Gow to defer rent payment for Dr. Arnold Shapiro for 60 days and the rent be recouped over the terms of the lease. Motion passed.***

S. Griffin reported that Indie Goat Soap Co. has requested that her rent be deferred back to original start of the lease for 90 days. ***A motion was made by R. Hallings and seconded by J. Gaub to allow a 90 day lower rent payment with the remaining rent be recouped over the terms of the lease. Motion passed.***

S. Griffin reported that he sent out Request for Proposals for legal representations to five firms and he received four proposals. The Governance Committee reviewed the proposals and recommended Harris Beach, PLLC. S. Griffin reported that Hodgson Russ would continue to complete projects in progress. ***A motion was made by R. Gow and seconded by J. Gaub to hire Harris Beach, PLLC as the new Finger Lakes Economic Development Center legal counsel. Motion passed.***

M. Lipari reported that Savour Finger Lakes, LLC has requested interest only payments until they can open. The owner believes that most of this season will be lost. S. Griffin reported that the term should be extended by the number of interest only payments made. ***A motion was made by J. Gaub and seconded by Dr. K. Williams to authorize 12 months of interest only or until the business opens which ever occurs first and the loan terms will be extended. Motion passed.***

G. Pierce thanked everyone for participating over the web.

A motion was made by Dr. K. Williams and seconded by J. Gaub to adjourn the meeting at 9:22 A.M. Motion passed.

Respectfully submitted,

Doreen J. Jensen