

TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY
Minutes of the 500th Meeting
March 16, 2018– 8:30 am
James J. Allen Board Room
Agency Offices, 4287 Main Street

PRESENT: Carlton N. Brock, Jr.
Michele Marconi
Steven Sanders
E. Marshall Wood, Jr.
Michael R. Szukala
William W. Tuyn
Hon. Timothy J. Drury
David S. Mingoia, Executive Director
Kevin J. Zanner, Hurwitz & Fine PC
Jacqualine Berger, TOA Liaison

GUESTS: AIDA Staff
Steven Watson, Buffalo News
Linda Allen
Jamie Allen
Lindsay Allen
Courtney Allen
Fredrick A. Vilonen
Edward F. Stachura
Justin Reid, The Bonadio Group

Chairman Brock called the meeting to order and reminded everyone that the meeting was being audio recorded.

Steven Sanders made a motion to approve a Suspension or Rules in order to make the dedication of the Board Room in the name of former Executive Director, James J. Allen. The motion was seconded by Michele Marconi and it was unanimously approved by the board of directors.

Executive Director David Mingoia officially dedicated the Board Room in the memory of long-time Executive Director James J. Allen. Mr. Mingoia remarked on Mr. Allen's longtime service to the not only the Amherst IDA, but to the Town of Amherst and the Western New York business community.

Steven Sanders also made several remarks to Mr. Allen's tenure and success during his time with the Amherst Industrial Development Agency.

Linda Allen, wife of James Allen, thanked the board for the dedication and told them that Jim would have been very happy to receive the honor.

Steven Sanders made a motion to resume the meeting and lift the Suspension of Rules. Marshall Wood seconded the motion and it was unanimously approved by the board of directors.

MINUTES

The minutes of the February 2018 meeting were approved with the reminder of the correct spelling of Town Board Liaison, Jacqueline Berger's name.

BILLS & COMMUNICATIONS

There were no Bills & Communications presented at this meeting

TREASURER'S REPORT

The Treasurer Report for February 2018 was approved as presented.

PUBLIC COMMENT

There was no Public Comment at this meeting.

EXECUTIVE DIRECTOR REPORT

Executive Director's report is attached to these minutes.

COMMITTEE REPORTS

The Audit & Finance Committee informed the board that they had met with the Agency's auditor, Justin Reid from The Bonadio Group the previous week. They invited Mr. Reid to speak to the board. Mr. Reid gave the board a brief presentation of the 2017 Audited Financial Statements.

There was a brief discussion after the presentation. Steven Sanders made a motion to approve the 2017 Audited Financial Statements as presented. Marshall Wood seconded the motion. Votes of aye to approve the 2017 Audited Financial Statements were made by Brock, Marconi, Sanders, Woods, Szukala, Tuyn and Drury. Motion to approve passed 7-0.

UNFINISHED BUSINESS

There was no Unfinished Business presented at this meeting.

NEW BUSINESS

- I. The 2017 Mission Statement & Measurement Report was presented to the board for approval.

There was a brief discussion about the Report. Marshall Wood made a motion to approve the 2017 Mission Statement & Measurement Report. Michael Szukala seconded the motion. Votes of aye to approve the 2107 Mission Statement & Measurement Report were made by Brock, Marconi, Sanders, Wood, Szukala, Tuyn and Drury. Motion to approve passed 7-0.

- II. KeyBank Business/Public Entity Depository Certificate (designated signers) was presented to the board for approval.

There was a brief discussion about the Certificate. Michele Marconi made a motion to approve the execution of the Certificate with the designated signers being Chairman Carlton Brock, Vice Chairman Michele Marconi, Treasurer Steven Sanders and Executive Director David Mingoia. Marshall Wood seconded the motion. Vote of aye to approve the KeyBank Business/Public Entity Depository Certificate were made by Brock, Marconi, Sanders, Wood, Szukala, Tuyn and Drury. Motion to approve passed 7-0.

9:20 am – Meeting adjourned.