

BATAVIA DEVELOPMENT CORPORATION
Meeting Minutes – November 23, 2016

ATTENDEES: Ray Chaya, Mary Valle, Steve Pies, Peter Casey, Susie Ott, Barb Shine, Pier Cipollone and Julie Pacatte (staff)
EXCUSED: Jason Molino, Kathy Ferrara and Jay Sackett

7:36am Call to order by Ray Chaya

Via email 10/26/2016 following the last meeting

MOTION to declare State Environmental Quality Review (SEQR) Lead Agency Status for the Newberry project, resolution distributed along with completed form.

Barb Shine 2nd Pier Cipollone vote: carried (BS, PC2, SO, PC, RC, JS, KF)

October meeting minutes not provided.

COMMITTEE REPORTS

Governance: Empire State Development requires policy updates in order to close-out the Harvester Park grant. Distributed, reviewed and discussed five new policies: Diversity Policy; Anti-Nepotism Policy; Fiscal & Internal Controls Policy; Performance Evaluation Policy; Minority Women Business Enterprise (MWBE) Policy.

MOTION to approve and adopt the five new policies as presented and discussed.

Peter Casey 2nd pier Cipollone vote: carried

MOTION to approve two new Board director nominees Kevin DeMars and Wesley Bedford, must confirm interest prior to January meeting vote.

Steve Pies 2nd Mary Valle vote: carried

MOTION to present Board Officer Nominees:

Mary Valle	2 nd Susie Ott	vote: carried	Pier Cipollone, President
			Peter Casey, Vice President
			Kathy Ferrara, Treasurer
			Jay Sackett, Secretary (pending employer authorization)

Staff Performance Review: Ray, Susie, Pier and Barb during December/January

Consensus to skip December meeting consider two January meetings. Early January business meeting, later January Annual Meeting presentation, consider alternative time to attract more interest.

Finance/Audit: Revised IRS 990 submitted.

Marketing: Advocacy campaign for Ellicott Station, resolutions adopted by all BP2 partners, package mailed Oct 28, 2016

Small Business: Start-Up Genesee event, Maker Spaces at Harvester now has dynamic leadership in place, support suggested.

LOAN APPLICATION: Loan portfolio reports distributed.

Second review of GAMS Simply Sweet & Savory, idea discussion, catering targets, marketing, timing.

MOTION to authorize a \$14,000 Get Underway Grant conditional upon lease review prior to disbursement with additional loan and/or grant funds available as a second disbursement upon approval.

Barb Shine 2nd Steve Pies vote: carried

BOA – update on Ellicott Station advocacy

OLD BUSINESS: Tax Credit Workshop in 2017

NEW BUSINESS: Two meetings to be scheduled in January 2017

9:32 am Meeting adjourned.

ELLICOTT STATION LLC
Meeting Minutes.

No quorum.