

## **BATAVIA DEVELOPMENT CORPORATION (BDC)**

**Meeting Minutes May 18<sup>th</sup>, 2023**

**8:30am**

### **Attendance**

BDC Attendees: Wesley Bedford, Lori Aratari, Rachael Tabelski, Chris Fix, Nate Varland, Jake Whiting, Steve Pies Derek Geib, Rebecca Cohen and Tammy Hathaway (Director)

Guest Attendees: none

Absent/Excused: Pier Cippollone

Media: None

### **Call to Order**

At 8:32a.m. W. Bedford, President of the BDC, called the meeting to order.

### **Executive Session-**

President Bedford opened in Executive Session with a motion made by C. Fix; seconded by D. Geib and approved by all members present.

### **Public Session**

President Bedford requested to move into public session at 8:45am.

A motion was made by J. Whiting; seconded by N. Varland and approved by all members present.

### **Chairman's Report**

President Bedford presented the meeting minutes from the April 27<sup>th</sup>, 2023 meeting.

Motion of J. Whiting to approve the meeting minutes as presented; seconded S. Pies and approved by all members present.

W. Bedford announced the next scheduled meeting for the BDC will be held on Thursday, June 22<sup>nd</sup>, at 8:30am.

### **Governance and Nomination Committee**

Discussion regarding the anniversary and annual review of the BDC director. R. Tabelski will send an self-evaluation form to President Bedford for his approval. Upon approval, the director will complete the assessment and return it to President Bedford and previous president L. Aratari.

### **Audit and Finance**

A healthy discussion and review of the financial statements was done. To include reminders of what many line items are, as many projects have funding awaiting their completion.

Motion of N. Varland to approve the April 2023 financial statements; seconded by L. Aratari and approved by all members present.

### **Real Estate/ BOA**

DRI Program Update – T. Hathaway presented to the Board the updated DRI Project Tracking sheet and discussed the status of each individual project and where they are in the process of construction/completion.

New York Main Street 2019 Program – T. Hathaway presented Board with updated NYMS Project Tracking sheet and shared this contract is near completion and should close out before its expiration of 9/30/2023.

Building Improvement Fund Update- T. Hathaway presented Board with updated BIF Project Tracking sheet and shared there is one project still under construction and a contract extension request will be required. This contract expires 6/30/2023.

BOA- T. Hathaway updated the Board regarding the Brisbane Mansion reuse analysis process and where the BDC is with closing on the Creek Park parcel.

**Small Business** – None at this time.

**Old Business** – None at this time.

**New Business – Board Development**

Director Hathaway shared with the Board how to use BoardStrong.org who offers a complimentary governance course on the fundamentals of good board practices.

**Adjournment**

Motion of L. Aratari to adjourn the meeting; seconded by R. Cohen and approved by all members present. The meeting stood adjourned at 9:38am.