

**BATAVIA DEVELOPMENT CORPORATION (BDC)**

**Meeting Minutes January 25<sup>th</sup>, 2024**

**8:30am**

**Attendance**

BDC Attendees: Wesley Bedford, Nate Varland, Steve Pies, Lori Aratari, Rachael Tabelski, Jake Whiting and Tammy Hathaway (Director)

Guest Attendees: Erik Fix

Absent/Excused: Chris Fix, Derek Geib and Rebecca Cohen

Media: None

**Call to Order**

At 8:42am W. Bedford, President of the BDC, called the meeting to order.

**Presentation**

None at this time.

**Executive Session-**

President Bedford opened Executive Session at 8:43am with a motion made by R. Tabelski; seconded by J. Whiting and approved by all members present.

**Public Session**

President Bedford requested to move into public session at 9:09am.

A motion was made by R. Tabelski; seconded by L. Aratari and approved by all members present.

**Chairman's Report**

Motion of J. Whiting to approve the November 30, 2023 meeting minutes; seconded by R. Tabelski and approved by all members present.

W. Bedford announced the next scheduled meeting for the BDC will be February 22<sup>nd</sup>, 2024.

**Governance**

A motion was made by R. Tabelski and seconded by J. Whiting to regrettably accept Derek Geib's resignation from the BDC Board of Directors; approved regrettably by all members present.

A motion was made by R. Tabelski and seconded by J. Whiting to regrettably accept Rebecca Cohen's resignation from the BDC Board of Directors; approved regrettably by all members present.

A motion was made by J. Whiting and seconded by R. Tabelski to approve a 3-year Board of Director term renewal for Nate Varland, Chris Fix and Lori Aratari; approved by all members present.

A motion was made by R. Tabelski and seconded by S. Pies to accept and approve the 2024 BDC Board of Directors *Slate of Officers* as suggested by the Governance Committee to be Wesley Bedford as President, Nathan Varland as Vice President, Jake Whiting as Secretary and Lori Aratari as Treasurer; approved by all members present.

A motion was made by R. Tabelski and seconded by L. Aratari to approve the recommendation from the Governance Committee to approve Nick Harris as a new BDC Board Member where he will be filling a vacant term that has one year remaining; approved by all members present.

A motion was made by R. Tabelski and seconded by L. Aratari to approve the recommendation from the Governance Committee to approve Mike Harrower and Calvin Klemmer as new BDC Board Members with initial three-year terms; approved by all members present.

A motion was made by R. Tabelaſki and seconded by N. Varland to approve the *Authority Self Evaluation of Prior Year Performance 2023* as suggested by the Governance Committee; approved by all members present.

A motion was made by R. Tabelaſki and seconded by L. Aratari to approve the *NYS Public Authority Mission Statement 2024-2025* as suggested by the Governance Committee with changes and edits to #5 and language changes to #8; approved by all members present.

A motion was made by N. Varland and second by L. Aratari to approve all policies listed in the agenda as suggested by the Governance Committee for the calendar year of 2024; approved by all members present.

#### **Audit and Finance**

Motion made by L. Aratari to approve the December 2023 Financial Statements with questions to be asked of the finance director; seconded by R. Tabelaſki and approved by all.

Motion made by R. Tabelaſki and seconded by N. Varland to approve the BDC 2024-2025 operating budget as suggested by the Finance Committee with an increase of the Director’s salary of 3%; approved by all members present.

Motion made by R. Tabelaſki and seconded by S. Pies to approve the Creek Park Batavia LLC 2024-2025 operating budget as suggested by the Finance Committee; approved by all members present.

Motion made by R. Tabelaſki and seconded by L. Aratari to approve a loan from the BDC to Creek Park Batavia LLC in the amount of \$10,000 at a zero percent interest rate to be paid back at the sale of 60 Evans Street parcel; approved by all members present.

#### **Real Estate/ BOA**

T. Hathaway gave an update of the large projects in process.

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

**Old Business** – None at this time.

#### **New Business**

*Conflict of Interest* and *Code of Conduct* forms were distributed and signed by all members present.

#### **Adjournment**

Motion of N. Varland to adjourn the meeting; seconded by S. Pies and approved by all members present. The meeting stood adjourned at 9:55am.