**SUMMARY OF MEETING MINUTES**

**FOR IDA and SADC BOARD**

**Oct. 4, 2023**

**4:00 P.M.**

**CALL TO ORDER THE IDA & SADC**

Board President, Brooke Baker, called a combined meeting to order at 4:05 P.M. for the Salamanca IDA and the Salamanca Area Development Corporation.

 *Board Members:* Brooke Baker, John Hill, David Skiba & Matthew Proctor

 *Board Members Absent:* Mike Zaprowski

 *Attorney:* None. Absent

 *Employees:* Laurie Andrews

 *Guest:* None

 *Press:* None

**APPROVAL OF MINUTES**

Brooke Baker made a motion to approve the Salamanca IDA’s and SADC’s September 13, 2023 minutes. David Skiba seconded the motion.

 Ayes: Brooke Baker, John Hill, David Skiba, Matthew Proctor

 Nays: None. Motion carried.

**JOURNAL ENTRIES**

Brooke Baker made a motion to approve the Salamanca IDA’s and SADC’s General Journal entries. David Skiba seconded the motion.

 Ayes: Brooke Baker, John Hill, David Skiba, Matthew Proctor

 Nays: None. Motion carried.

**APPROVAL OF REPORTS, TRANSFERS and PAY BILLS**

Brooke Baker made a motion to approve the Salamanca IDA’s and SADC’s General Journal entries. David Skiba seconded the motion.

 Ayes: Brooke Baker, John Hill, David Skiba, Matthew Proctor

 Nays: None. Motion carried.

**EXECUTIVE SESSION**

Brooke Baker made a motion at 4:12 to go into Executive Session to discuss personnel issues. John Hill seconded the motion

 Ayes: Brooke Baker, John Hill, David Skiba, Matthew Proctor

 Nays: None. Motion carried.

Brooke Baker made a motion at 4:30 to come out of Executive Session. John Hill seconded the motion.

 Ayes: Brooke Baker, John Hill, David Skiba, Matthew Proctor

 Nays: None. Motion carried.

**NEW BUSINESS**

● Laurie Andrews reported new employee, Nicole Zink, will be starting on October 10, 2023.

● Laurie Andrews and board members welcomed new Board of Director member, Matthew Proctor.

**OLD BUSINESS**

● Laurie Andrews gave an update on Monroe Table

● Laurie Andrews gave an update on the Rail Museum

A motion was made by Brooke Baker and seconded by David Skiba to invite Chris Costello, President of the Rail Museum to the next Board Meeting to discuss the future of the rail museum.

**SADC**

● Laurie Andrews reported she is working on getting additional quotes for the bathroom frame up.

● Laurie Andrews will call the tenant at Morningside Drive and arrange for the Board of Directors to take a tour of the building so all can see the work completed to date.

**SECTION 8**

● Laurie Andrews reported that Section 8 has been very busy with recent applications being triple the normal monthly amount.

**ADJOURNMENT**

A motion was made by David Skiba to adjourn the meeting at 4:48 P.M. Jack Hill seconded the motion.

Ayes: Brooke Baker, John Hill, David Skiba, Matthew Proctor

 Nays: None. Motion carried.

Respectfully submitted,

Laurie Andrews