Salamanca Industrial Development Agency

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**SUMMARY OF MEETING MINUTES**

 **FOR IDA and SADC BOARD**

**February 02, 2023**

 **4:00 P.M.**

**CALL TO ORDER the IDA and SADC**

Board Member Brooke Baker called a combined meeting to order at 4:05 P.M. for the Salamanca IDA and The Salamanca Area Development Corp.

*Board Members:* David Skiba, Brooke Baker, Thomas Cole, John Hill

*Board Members absent:* Mike Zaprowski

*Attorney:* None

*Employees:* Laurie Andrews, Gary Milliman

*Guest:* None

 *Press:* None

**APPROVAL OF MINUTES**

Brooke Baker made a motion to approve the Salamanca IDA’s and SADC’s January 5, 2023 minutes. John Hill seconded the motion.

Ayes: David Skiba, Brooke Baker, Thomas Cole, & John Hill

Nays: None. Motion Carried

**JOURNAL ENTRY’S**

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

Ayes: David Skiba, Thomas Cole, Brooke Baker, & John Hill

Nays: None. Motion Carried

**APPROVAL OF REPORT, TRANSFERS, AND PAY BILLS**

Brooke Baker made a motion to approve the Salamanca IDA’s and SADC’s reports, transfers, and bills. David Skiba seconded the motion.

Ayes: David Skiba, Thomas Cole, Brooke Baker, & John Hill

Nays: None. Motion Carried

**NEW BUSINESS**

● Gary Milliman discussed a possible new loan client for an equipment loan.

 A motion was made by Brooke Baker and seconded by Tom Cole to only charge $100

 application fee for this particular loan as it would be so small.

 Ayes: David Skiba, Brooke Baker, Thomas Cole & John Hill

 Nays: None. Motion Carried

 ● Laurie Andrews discussed the recent invoice received from R.A. Mercer. She also reported that she had advertised and sent out requests for proposals in order to see about hiring a new auditing firm.

**●** Laurie Andrews discussed the possibility of the City raising the rent on our office space.

**OLD BUSINESS**

● A discussion took place concerning Monroe Table and items sent by the lawyer to Monroe Table.

**SADC**

● Gary Milliman reported he is in the process of obtaining quoted from Jim Crosby and Jim Snyder for bathroom plumbing and Geothermal heating for the Morningside Drive Warehouse.

**SECTION 8 PROGRAM**

**●** Laurie Andrews reported that she had signed up for Section 8 training that will take place March 20-24, 2023.

**ADJOURNMENT**

Brooke Baker made a motion to adjourn the meeting at 4:27 P.M. David Skiba seconded the motion.

Ayes: David Skiba, Thomas Cole, Brooke Baker, & John Hill

Nays: None. Motion Carried

Respectfully submitted,

Laurie Andrews & Gary Milliman