



# Salamanca Industrial Development Agency

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**SUMMARY OF MINUTES MEETING  
FOR IDA and SADC BOARD  
December 2, 2020  
Go To Meeting - Virtual Meeting  
4:00 P.M.**

## **CALL TO ORDER the IDA and SADC**

Board Member Michael Zaprowski called a combined meeting to order at 4:00 P.M. of the Salamanca IDA and The Salamanca Area Development Corp.

*Board Members:*, David Skiba, Michael Zaprowski, Brooke Baker and Thomas Cole  
*Board Members absent:* Jack Hill  
*Attorney:* Robert McLaughlin  
*Employees:* Ruthe Riehle, Shayla Adamic and Nicole Jimerson  
*Guest:* Michael Colton  
*Press:* NONE

## **APPROVAL OF MINUTES**

Michael Zaprowski, made a motion to approve the Salamanca IDA's and SADC's November 12, 2020 minutes, David Skiba Seconded the motion.

Ayes: David Skiba, Michael Zaprowski, Brooke Baker and Thomas Cole  
Nays: None. Motion Carried

## **JOURNAL ENTRY'S**

Thomas Cole, made a motion to approve the Salamanca IDA's and SADC's November 2020 Journal Entry's, Michael Zaprowski Seconded the motion.

Ayes: David Skiba, Michael Zaprowski, Brooke Baker and Thomas Cole  
Nays: None. Motion Carried

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

David Skiba made a motion to approve the November 2020 abstracts for the IDA and the SADC, Brooke Baker Seconded the motion.

Ayes: David Skiba, Michael Zaprowski, Brooke Baker and Thomas Cole  
Nays: None. Motion Carried

**A MOTION TO GO INTO AN EXECUTIVE SESSION REGARDING A  
CONFIDENTIAL MATTER at 4:07 pm.**

Brooke Baker	YES
Michael Zaprowski	YES
Thomas Cole	YES
David Skiba	YES

Motion carried

A motion to come out of Executive session was made at 4:47 pm

Brooke Baker	YES
Michael Zaprowski	YES
Thomas Cole	YES
David Skiba	YES

Motion carried

No Action taken

Michael Colton left the meeting at 4:50 pm

**NEW BUSINESS**

The 2022 Budget was reviewed. With adjustments the Budget will be reviewed at a later date.

Shayla Adamic is to create an account with Zoom for the IDA Meetings to be held virtually.

A motion was made to allow Ruthe Riehle to sign the Transition to Whiteman Osterman & Hanna LLP letter for Robert McLaughlin to transfer our agency files to his new firm.

Brooke Baker	YES
Michael Zaprowski	YES
Thomas Cole	YES
David Skiba	YES

Motion carried

The BPU will be installing the Security lights at the RR museum back by the RR cars at no charge. The Monthly bill will be mailed to the RR Museum for the monthly electrical usages.

The Board welcomed Nicole Jimerson as the Administrative Accountant to the IDA/ Section 8 family.

**OLD BUSINESS**

**SADC**

None

**SECTION 8 PROGRAM**

None

**EXECUTIVE SESSION**

Brooke Baker made a motion to go into executive session to discuss a litigation matter at 5:30 PM. David Skiba Seconded the Motion.

Ayes: David Skiba, Michael Zaprowski, Thomas Cole and Brooke Baker

Nays: None. Motion Carried

Brooke Baker made a motion to come out of executive session at 5:50 PM. Michael Zaprowski Seconded the Motion.

Ayes: David Skiba, Michael Zaprowski, Thomas Cole and Brooke Baker

Nays: None. Motion Carried

Michael Zaprowski thanked Ruthe Riehle for her years of service for the Housing Choice Voucher Program and the IDA/SADC Agencies. 31 years of employment for these agencies is something to feel very proud of. Thank you.

**ADJOURNMENT**

Michael Zaprowski made a motion to adjourn at 5:55 p.m. Mike Zaprowski seconded the motion.

Ayes: David Skiba, Michael Zaprowski, Thomas Cole and Brooke Baker

Nays: None. Motion Carried

Respectfully submitted, for the last time  
Ruthe Riehle, *SIDA Managing Director*