Salamanca Industrial Development Agency

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**SUMMARY OF MEETING MINUTES**

**FOR IDA and SADC BOARD**

**Jan. 5, 2022**

**4:00 P.M.**

**CALL TO ORDER the IDA and SADC**

Board Member Mike Zaprowski called a combined meeting to order at 4:20 P.M. for the Salamanca IDA and The Salamanca Area Development Corp.

*Board Members:* Michael Zaprowski, John Hill, Thomas Cole, David Skiba

*Board Members absent:* Brooke Baker

*Attorney:* Robert McLaughlin (via phone)

*Employees:* Shayla Adamic, Laurie Andrews

*Guest:* NONE

*Press:* NONE

**APPROVAL OF MINUTES**

Mike Zaprowski made a motion to approve the Salamanca IDA’s and SADC’s December 1, 2021 minutes, Thomas Cole seconded the motion.

Ayes: Michael Zaprowski, Thomas Cole, Davis Skiba, &John Hill,

Nays: None. Motion Carried

**JOURNAL ENTRY’S**

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

Ayes: Michael Zaprowski, Thomas Cole, David Skiba and John Hill,

Nays: None. Motion Carried

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

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

Ayes: Michael Zaprowski, Thomas Cole, David Skiba and John Hill,

Nays: None. Motion Carried

**EXECUTIVE SESSION**

A motion was made by John Hill and seconded by Thomas Cole to call an executive session at 4:21 pm to discuss a personnel issue. Motion passed.

A motion was made by Mike Zaprowski and seconded by David Skiba to come out of Executive Session at 4:22 pm. Motion passed.

**NEW BUSINESS**

- Attorney, Robert McLaughlin discussed IDA responsibilities and loan making abilities. Handout was provided to the Board of Directors.

**EXECUTIVE SESSION**

A motion was made by John Hill and seconded by Thomas Cole to go back into executive session at 4:30 pm to discuss corporate organization. Motion passed.

A motion was made at 4:35 by Mike Zaprowski and seconded by Thomas Cole to come out of executive session. Motion was passed.

**NEW BUSINESS**

-Laurie Andrews and Robert McLaughlin gave an update on the status of the turn over of the Great Wall building.

-Laurie Andrews reported that the initial environmental review was completed on the Rochester Street lot and we are awaiting the report from the company.

- Laurie Andrew discussed the need for a debit card for a bank account other than section 8.

-Laurie Andrews discussed the insurance rates for IDA buildings for calendar year 2022 that we received from Ned Fenton Insurance.

**OLD BUSINESS**

-Laurie Andrews updated the Board on the status of the loan with Monroe Table.

**SADC**

-Laurie Andrews updated the board on the status of the purchase of the firehall including building inspections, quotes for repairs and money spent. Laurie also reported the tenant has paid the first months rent and will be signing the lease after they receive their updated insurance policy.

**SECTION 8 PROGRAM**

-Laurie Andrews discussed the need to change policy and collection of rents for landlord John Klas.

-Robert McLaughlin discussed a previous court matter and where that stands.

**ADJOURNMENT**

Mike Zaprowski made a motion to adjourn at 5:05p.m. John Hill seconded the motion.

Ayes: John Hill, Michael Zaprowski, Thomas Cole, David Skiba

Nays: None. Motion Carried

Respectfully submitted,

Laurie Andrews