



Minutes of the
County of Lewis Industrial Development
Agency
Annual Meeting
June 4, 2020
7840 State Route 26
Lowville, New York

In accordance with restrictions in place due to COVID-19, this meeting was held via videoconference.

Chairman Joseph Lawrence called the meeting to order at 9:29am.

Board Members Present: Joseph Lawrence, Gagan Singh, Ron Burns, Darlene Rowsam, Thomas Gillette, Gerald Cayer

Board Members Excused: none

Others Present: Brittany Davis, Cheyenne Steria, Kevin McArdle

Review Bylaws:

- The Board reviewed the recently updated Bylaws.

Appointment of Officers:

- Chairman Lawrence opened up nominations for Chair, Vice Chair and Secretary/Treasurer.
- Tom Gillette moved a slate of officers to include Joe Lawrence as Chairman, Gagan Singh as Vice Chairman and Cheyenne Steria as Secretary/Treasurer. Ron Burns provided the second and all Board members voted in favor of the motion.

Appointment of Committees:

- Jerry Cayer moved to keep committees as appointed at the March meeting of the Board, with Jared Thisse removed due to his resignation. Tom Gillette provided the second and all Board members voted in favor of the motion. The slate of committees and members is as follows:

Finance Committee:

- Tom Gillette (chair)
- Gagan Singh
- Ron Burns

Governance Committee:

- Jerry Cayer
- Darlene Rowsam

Audit Committee:

- Joe Lawrence
- Tom Gillette

Loan Review Committee:

- Gagan Singh
- Kevin Kent
- Emily Philippe
- Gerald Haenlin
- Shawn Moshier
- Eric Tupper

Approve Authorized Check Signers

- Darlene Rowsam moved to remove Jared Thisse, who resigned from the Board, and approve Gagan Singh as a check signer in addition to Joe Lawrence and Brittany Davis. Ron Burns seconded the motion and were in favor, approving the motion.

Vision Purpose & Strategy:

- Executive Director Davis gave a presentation on how far the IDA has come in the past few years, the amount of transition and change within the past year and an outlook of the coming year.

Previous Results:

- Executive Director Davis provided a list of current active projects.

Next Annual Meeting:

- June 3, 2021

2020-21 Regular Meeting Schedule:

- July 2, 2020
- August 6, 2020
- September 3, 2020
- October 1, 2020
- November 5, 2020
- December 3, 2020
- January 7, 2021
- February 4, 2021
- March 4, 2021
- April 1, 2021
- May 6, 2021
- June 3, 2021

A motion to adjourn was made at 9:57 by Jerry Cayer, seconded by Darlene Rowsam and approved.

Respectfully submitted,

**Cheyenne Steria
Secretary/Treasurer**