



Chairman Joseph Lawrence called the meeting to order at 8:09 am.

Board members Present: Joe Lawrence, Ron Burns, Thomas Gillette, Darlene Rowsam, Gagan Singh
Others Present: Brittany Davis, Jenna Kraeger, Cheyenne Steria, Kevin McArdle, Eric Virkler, Ryan Piche
Excused Board Members: Jerry Cayer

Chairman read Lewis County IDA's Mission Statement to begin meeting.

Executive Director's Report

8:09-8:16

- Brittany Davis noted her previously distributed Directors Report, highlighting marketing efforts, upcoming events and current IDA projects.

Correspondence

8:16-8:20

- The LCIDA board reviewed the email from **Norbut Solar** regarding our updated UTEP Policy providing comment that our process is the most progressive they have seen. Also, providing GIS a GIS mapping system of the different soil types to a developer is very helpful in their initial stages.

Committee Reports

8:20-8:26

- Finance Committee Chair, Thomas Gillette reviewed **Finance Committee Minutes from September 17, 2020** with the board noting their discussion of the financial reports and bridge loans.
- Governance Committee Member, Darlene Rowsam reviewed the **UTEP Working Group Minutes from September 24, 2020** with the board noting the review of comments from various municipalities and the decision to review further comment in October and review for approval at our November Board Meeting.

Items for Approval

8:26 – 8:35

- **The minutes** for September 3, 2020 **Regular Meeting** were approved upon a motion made by Thomas Gillette and seconded by Ron Burns. All present were in favor and the motion carried.
- **August Financial Reports** were presented and discussed. Report was approved upon a motion by Gagan Singh and seconded by Darlene Rowsam. All present were in favor and motion carried.
- **Sno Pals Mortgage**, brought to the Board's attention by Kevin McArdle, from 1995 with the Lewis County IDA needs a formal discharge. There is no record of bad debt and the mortgage was paid off. The Board authorizes Executive Director, Brittany Davis to sign a **discharge of the Sno Pals mortgage** upon a motion by Darlene Rowsam and seconded by Thomas Gillette. All present were in favor and motion carried.
- The IDA has taken legal possession of the **BarkEater Brewery Equipment** and within the property disposition policy are authorized to sell the equipment. **IDA staff is authorized to start**



the sale process upon a motion made by Ron Burns and seconded by Thomas Gillette. All present were in favor and motion carried.

Discussion Items

8:34- 9:17

- Jenna Kraeger updated the board on **Mynny.biz** platform developed with Coughlin to provide websites at a discounted rate to Lewis County Businesses. Completed websites include Charlie Brown Crafts, Denmark Gardens Apple Orchard and Down to Earth Jewelry with several others in the pipeline. The board provided positive feedback and suggested alternative marketing strategies (print, Chamber Membership, create a directory).
- Executive Director Brittany Davis provided an update on recent survey results from the **New York State Economic Development Council IDA survey**. Survey results demonstrate priorities for IDAs statewide, with noticeable shift from business attraction to larger focus on business retention and expansion. Davis also joined the NYSEDC board this year.
- LCIDA staff updated the board on their recent **office move** to 7551 South State Street.
- LCIDA will continue outreach for **Board Member Opening**.

Call to Action Items

9:17 – 9:22

- Executive Director Davis updated the board on a **County-Wide Solar Process**
- LCIDA will continue the **Strategic Planning Process** with the Board in October

A motion to adjourn was made at 9:22am by Gagan Singh and seconded by Darlene Rowsam. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cheyenne Steria".

Cheyenne Steria
Secretary/Treasurer