



# Salamanca Industrial Development Agency

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## **SUMMARY OF MINUTES MEETING FOR AGENCY BOARD February 6, 2018 4:30 P.M.**

### **CALL TO ORDER**

Board Member Tim Flanigan called the meeting to order at 4:40 P.M.

*Board Members:*, Tim Flanigan, Michael Zaprowski, David Skiba, and John Schey  
*Board Members absent:* Sandra Hill  
*Attorney:* William Gabler  
*Employees:* Ruthe Riehle  
*Guest:* Thomas R. Cole and Mayor Michael Smith  
*Press:* None

### **APPROVAL OF MINUTES**

Tim Flanigan made a motion to approve the November 28, 2017 minutes, John Schey  
Seconded the motion.

Ayes: Tim Flanigan, John Schey, Michael Zaprowski, and David Skiba,  
Nays: None. Motion Carried

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

Tim Flanigan made a motion to approve the November, December 2017, and January 2018  
Abstracts John Schey Seconded the motion.

Ayes: Tim Flanigan, John Schey, Michael Zaprowski, and David Skiba,  
Nays: None. Motion Carried

### **ANNUAL ELECTION OF BOARD OFFICERS**

Michael Zaprowski nominated David Skiba for IDA Board Chairman seconded by Tim Flanigan  
Ayes: Tim Flanigan, John Schey, David Skiba and Michael Zaprowski,  
Nays: None. Motion Carried

David Skiba nominated Michael Zaprowski for Vice Chairman Seconded by Tim Flanigan  
Ayes: Tim Flanigan, John Schey, David Skiba and Michael Zaprowski,  
Nays: None. Motion Carried

Tim Flanigan nominated Ruthe Riehle for Secretary and Treasurer to the Board seconded by  
David Skiba  
Ayes: Tim Flanigan, John Schey, David Skiba and Michael Zaprowski,  
Nays: None. Motion Carried

Tim Flanigan and David Skiba will continue as signatory on the all the Five Star Bank accounts for the Salamanca IDA, and Section 8 Rental Assistance accounts.

The 2018 monthly IDA/SADC meetings will continue to be held on the 1st Tuesday of every month at 4:30 PM in the large conference room in City Hall, 225 Wildwood Ave. Salamanca, NY 14779

### **OLD BUSINESS**

The Board will not require the Great Lakes Physician Practice, P.C. to pay a security deposit for 117 Main Street, Salamanca, NY 14779

The Board is very interested in hiring Jara Washburn to manage the Rail Museum. They would like to know the definite hours the Museum will be open on a weekly bases. Would the SNI be interested in assisting with paying her?

The Board also talked about banners on the railroad overpass to direct tourist to the location of the museum. They would also like to see signs in the Antique Mall that would direct visitors to the Rail Museum.

Ruthe Riehle's position continued to be reviewed

### **NEW BUSINESS**

The Apex loan for the Rochester St. building has matured and has come due. Mike Zaprowski made a motion to pay off the Apex loan for \$12,687.13, seconded by John Schey

Ayes: Tim Flanigan, John Schey, David Skiba and Michael Zaprowski,  
Nays: None. Motion Carried

The Board will be requesting the Mayor and Salamanca City Council to appoint Thomas R. Cole to the IDA and SADC Board of Directors, in place of Sandra Hill.

The March 6, 2018 meeting has been changed to March 13, 2018.

### **SECTION 8 PROGRAM**

The Board and Ruthe feel that there is no need to purchase the HAPPY software to be installed on to Joanne's computer.

### **EXECUTIVE SESSION**

### **ADJOURNMENT**

Tim Flanigan made a motion to adjourn at 5:45 p.m. John Schey seconded the motion.

Ayes: Tim Flanigan, John Schey, David Skiba and Michael Zaprowski,  
Nays: None. Motion Carried

Respectfully submitted,  
Ruthe Riehle, *SIDA Fiscal & Program Administrator*