

Glenville Local Development Corporation

Meeting Minutes: October 1, 2013

Persons Present: J. Martin, J. Valachovic, R. Usas, S. Osswald, K. Toombs

B. Nissley, C. Watson, D. Kraemer, John Hartzell, R. Gramuglia, J. Bryans,

J. MacFarland, C. Koetzle

Meeting Commenced at: 7:30 a.m.

Motion to accept minutes of September 24, 2013 (Usas/Valachovic) passed

Treasurer's Report: No change since last week.

Bills and Communications: (MacFarland) A Sonic Corporate representative phoned and left a message in response to a letter of inquiry sent by this committee last week. Sonic is interested in expanding in the Albany capital district and is looking for a franchisee.

Introduction of Robert Gramuglia and John Bryans of Bryans & Gramuglia, CPAs, LLC: Discussion of ABO audit and bookkeeping requirements. Internal controls, monitoring and compliance were noted as areas requiring greatest attention.

Business Development Committee: Four loan application packages have been delivered to prospective applicants. Committee members were active at the Glenville Oktoberfest promoting the survey and loan program.

It was noted that the Town Master Plan is out of date. In addition to the need to update the Master Plan, it was noted that an abstract or summary of the Master Plan should be available. The Town Board currently annually updates a Strategic Plan, which fills some of this void. Development of an updated Town Master Plan is outside the scope of GLDC, but Town Employees and SBED are encouraged to look for grant funding to accomplish this and focus project on the Freeman's Bridge Corridor as prospective projects.

Unfinished Business: Village of Scotia – Subrecipient agreement was delivered to the Village. It is anticipated that it will be in review until November.

Annual Meeting: Scheduled for Friday, November 1 at 7:30 a.m. at Town Hall.

Next Meeting: October 15, 2013 at 7:30 a.m.

Meeting Adjourned at: 9:01 a.m.

Minutes submitted by: K. Toombs

Minutes Approved: