

# *Glenville* Local Development Corporation

## **Meeting Minutes: December 3, 2013**

**In Attendance:** J. Martin, S. Osswald, C. Watson, C. Koetzle, D. Hitchcock, J. MacFarland, J. Hartzell, D. Usas, J. Valachovic, M. Vena.

**Meeting called to order:** 7:34am by J. Martin.

Motion to accept the minutes of the November 6 Board meeting was made by S. Osswald, second by J. Valachovic. Unanimous affirmation. The minutes of the November 6 Annual meeting were tabled until GLDC Secretary K. Toombs is present.

**Treasurers Report:** no new items.

**Bills and Communications:** no new bills or communications

### **Committee Reports:**

**Business Development-** No update on Survey. A final report is being prepared. There was general discussion of commercial space that is available within the town. C. Watson was going to check on some next to Roland J. Down and report at the next meeting. The Board also learned that the upholstery company that recently was located on Freemans Bridge Rd. is looking for new space. The Board was also informed by J. MacFarland which properties were sold at the recent auction. D. Usas will try to set up some meeting with the developers that have recently purchased these properties.

**Governance-** committee is working on a calendar and Procurement Policy. Will have something for December 17 meeting. Annual Review of Board members will need to take place in the first quarter of 2014.

**Loan Review-** no formal applications as of yet. There was some discussion of a local business that was informed of the GLDC and indicated that an application may be forthcoming. There was also a discussion on whether the Loan Review Committee should contain a banker and if loan applications should originate with the Business Development Committee. It was decided that having a Banker was not appropriate and that all loan applications should come through the Business Development Committee. It was noted that the Business Development Charter should reflect this change. The Loan Review Committee will need to look for additional volunteers outside the Banking industry. By Laws will be adjusted if needed to reflect these changes.

**Unfinished Business:** J. Valachovic will contact the ABO and find out what must be done for PARIS Training.

**Meeting adjourned:** 9:15am. by D. Usas. Second by J. Valachovic. Unanimous affirmation.

Minutes Submitted by S. Osswald