

Glenville Local Development Corporation

Meeting Minutes: January 7, 2014

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

J. Hartzell, J. Martin, M. Burns, C. Hebbard, D. Kramer, C. Watson,

Meeting Commenced at: 7:36 a.m.

Motion to accept minutes of December 17, 2013 (Valachovic/Nissley)

Report of the Treasurer (Valachovic)

Fund Balance: \$550,360.77

Preliminary 2014 budget introduced and reviewed

Update on PARIS training and instruction manual

Motion to accept report: Osswald/Nissley

Bills and Communications

Letter of Resignation received from Jim Martin.

Communication from MacFarland indicating that in light of his retirement from the Town, Mike Burns will be attending meetings.

Press Release sent out yesterday as to composition of 2014 Board.

Reports of Committees

Audit & Finance (Chair Usas/)

It is anticipated that late January we will receive a list of items needed for audit.

Business Development (Nissley/Watson)

Discussion of outreach to national corporations and follow up with prior visitors, as well as outreach to Pedrick's Florist and Roland J. Down to inquire about future use of their space. General discussion of growing businesses within the Town.

Discussion of investigation and planning for purchase of domain name and development of website and Facebook page.

Governance (Osswald)

Update on draft procurement policy with commentary by Hartzell. Hartzell to complete review and line-by-line comparison to regulatory requirements by next meeting.

Toombs to work with Burns to put a calendar in table form and post it on the web.

Minutes submitted by: K. Toombs

Minutes Approved:

Loan Review (Hebbard)

Inquiry received from Tom Cronin as to where he is in the status of his loan. It was noted that no application has been received. Nissley to follow up on need for submission of all required paperwork.

Motion for adoption of Committee Reports (Nissley/Osswald) passed.

New business:

Preliminary discussion of planning for April Business development event (April 24, 2014) and need to identify a keynote speaker.

Next Meeting: January 21, 2014 at 7:30 a.m.

Meeting Adjourned at: 8:56 a.m.

Minutes submitted by: K. Toombs

Minutes Approved: