

## NCIDA/NCDC/NADC AUDIT/FINANCE COMMITTEE MEETING MINUTES

**Date:** Wednesday, November 8, 2023  
**Time:** 8:45 a.m.  
**Place:** Niagara County Center for Economic Development  
6311 Inducon Corporate Drive, Sanborn NY

### NCIDA/NCDC/NADC Audit/Finance Committee Members:

Jason Krempa, Chairperson, Present  
Anne E. McCaffrey, Member, Excused  
Ryan J. Mahoney, Member, Present

### Other Board Members Present:

Mark Onesi  
William L. Ross  
Mark Berube  
David J. Masse  
William Fekete

### Staff Present:

Susan Langdon, Executive Director  
Andrea Klyczek, Assistant Director  
Michael S. Dudley, Finance Manager  
Caroline Caruso, Accounting Associate  
Susan Barone, Grants & Operations Manager  
Julie Lamoreaux, Administrative & HR Officer  
Jeremy Geartz, Project Manager  
Mark J. Gabriele, Agency Counsel

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### **1.0 Meeting Called to Order**

Mr. Krempa called the meeting to order at 8:45 a.m.

### **2.0 Roll Call**

Ms. Lamoreaux called the roll; a quorum was established.

### **3.0 Approval of Audit Committee Meeting Minutes**

#### **3.1 October 12, 2022**

*Mr. Krempa stated that he had reviewed the meeting minutes and he made a motion for approval; Mr. Mahoney seconded the motion. The motion passed.*

**4.0 Agency Payables**  
**4.1 October 31, 2023**

*Mr. Krempa stated that he reviewed the monthly payables and he made a motion to recommend approval of the Payables to the Board Members at the Regular Board Meeting; Mr. Mahoney seconded the motion. The motion passed.*

**5.0 MTD and YTD Budget Variance Reports**  
**5.1 October 31, 2023**

*Mr. Krempa stated that he reviewed the reports and he made a motion to recommend approval of the payables to the Board members at the Regular Board Meeting; Mr. Mahoney seconded the motion. The motion passed.*

**6.0 Adopt 2024 Budgets**  
**6.1 Niagara County Industrial Development Agency**  
**6.2 Niagara County Development Corporation**  
**6.3 Niagara Area Development Corporation**

*Mr. Krempa stated that he reviewed the 2024 Budgets, and he made a motion to recommend adoption of the 2024 budgets to the Board members at the Regular Board Meeting; Mr. Mahoney seconded the motion. The motion passed.*

**7.0 Project Closing Summary Report**

Mr. Gabriele stated that Chase Commons LLC has closed.

**8.0 Adjournment**

**Mr. Krempa made a motion, seconded by Mr. Mahoney to adjourn the meeting. The meeting adjourned at 8:50 a.m.**

Respectfully Submitted:

Reviewed by:

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Julie Lamoreaux  
Administrative Assistant

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Susan C. Langdon  
Executive Director