

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

**Date:** Wednesday, July 14, 2021  
**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:**

Kevin McCabe, Chairperson	Present
Scott Brydges, Member	Present
William Ross, Secretary	Excused

### **Other Board Members Present:**

Mark Onesi  
Robert B. Cliffe

### **Staff Present:**

Susan Langdon, Executive Director  
Andrea Klyczek, Assistant Director  
Michael S. Dudley, Finance Manager  
Caroline Caruso, Accounting Associate  
Susan Barone, Project Manager  
Julie Lamoreaux, Admin Assistant  
Mark J. Gabriele, Agency Counsel

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

Mr. McCabe called the meeting to order at 8:47 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 June 9, 2021**

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

#### **4.0 Agency Payables**

##### **4.1 June 30, 2021**

Mr. McCabe 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. Brydges seconded the motion. The motion passed.

#### **5.0 MTD and YTD Budget Variance Reports**

##### **5.1 June 30, 2021**

Mr. McCabe stated that he reviewed the monthly payables and he made a motion to recommend approval of the Variance Reports to the Board members at the Regular Board Meeting; Mr. Brydges seconded the motion. The motion passed.

#### **6.0 Project Closing Summary Report**

Mr. Gabriele reported that Enterprise Lumber & Silo recently closed. He also stated that Cerrone Estate Properties is expected to close before the end of the quarter.

#### **6.0 Adjournment**

Hearing no other comments, Mr. McCabe made a motion, seconded by Mr. Brydges 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