

# Niagara County Industrial Development Agency

Niagara County Center for Economic Development . 6311 Inducon Corporate Drive . Sanborn . NY . 14132

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

**Date:** Wednesday, February 14, 2018  
**Time:** 8:45 a.m.  
**Place:** Niagara County Center for Economic Development  
Vantage Center

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

Mark A. Onesi, Chairperson	Excused
Kevin McCabe, Member	Present
William L. Ross	Present

### Other Board Members Present:

Stephen F. Brady  
Jerald I. Wolfgang  
Joan G. Aul  
Daryl Bodewes

### Staff Present:

Samuel M. Ferraro, Executive Director  
Susan Langdon, Director of Projects & Finance  
Andrea Klyczek, Dir. Intl. & Regional Mktg.  
Michael S. Dudley, Finance Manager  
Barbara A. Gill, Recording Secretary

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

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

### **2.0 Roll Call**

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

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

#### **3.1 January 10, 2018**

Mr. McCabe stated that he reviewed the meeting minutes and he found them to be in order.

*Mr. McCabe made a motion, seconded by Mr. Ross, to approve the meeting minutes. The motion passed.*

#### **4.0 NCIDA Audit/Finance Committee Reports**

##### **4.1 Agency Payables**

Mr. McCabe stated that he reviewed the monthly payables and found them to be in order.

*Mr. McCabe motioned to recommend approval of the monthly payables to the Board Members at the Regular Board Meeting; Mr. Ross seconded the motion. The motion passed.*

##### **4.2 MTD and YTD Budget Variance Report**

Mr. McCabe stated that he reviewed the Budget Variance Report and found it to be in order.

*Mr. McCabe motioned to recommend approval of the Report to the Board Members at the Regular Board Meeting; Mr. Ross seconded the motion. The motion passed.*

##### **4.3 Project Closing Summary Report**

Agency Staff stated that Mark Gabriele has been working on a couple of project closings.

#### **5.0 New Business**

#### **6.0 Adjournment**

*Mr. McCabe made a motion, seconded by Mr. Ross to adjourn the meeting. The meeting adjourned at 8:47 a.m.*

Respectfully Submitted:



Barbara A. Gill, Administrative Coordinator