

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, April 11, 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, Member	Present

Other Board Members Present:

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

Staff Present:

Susan Langdon, Interim Executive Director
Andrea Klyczek, Director of Reg. & Intl. Marketing
Michael S. Dudley, Finance Manager
Barbara A. Gill, Recording Secretary
Mark J. Gabriele, Agency Counsel

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 March 14, 2018

Mr. McCabe stated that he reviewed the minutes and he made a motion for approval; Mr. Ross seconded the motion. The motion passed.

4.0 Finance & Audit 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 Budget Variance Report to the Board Members at the Regular Board Meeting; Mr. Ross seconded the motion. The motion passed.

4.3 Project Closing Summary Report

Mr. Gabriele stated that Voss Manufacturing, Inc. closing will be held on April 17, 2018 and that Moog will also be closing in the near future. He also stated that he has had conversations with other projects to determine that they are moving forward.

5.0 New Business

5.1.1 Authorized Signer for Bank Accounts

Mark Gabriele recommended that, at the Regular Board Meeting, the Board Members may want to approve the Interim Executive Director as an authorized signer for the Agency. The Committee concurred.

6.0 Adjournment

Mr. McCabe made a motion, seconded by Mr. Ross to adjourn the meeting. The Meeting adjourned at 8:50 a.m.

Respectfully Submitted:



Barbara A. Gill, Administrative Coordinator