

# 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, July 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	Present
Kevin McCabe, Member	Excused
William L. Ross, Member	Present

### Other Board Members Present:

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

### Staff Present:

Susan Langdon, Executive Director  
Andrea Klyczek, Assistant Director  
Michael S. Dudley, Finance Manager  
Barbara A. Gill, Recording Secretary  
Mark J. Gabriele, Agency Counsel

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### 1.0 Meeting Called to Order

Mr. Onesi 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 June 13, 2018

*Mr. Onesi stated that he reviewed the May Audit minutes and he noticed that Mr. Bodewes seconded approval of the minutes; it should have been Mr. Ross. The minutes will be revised.*

*Mr. Onesi then made a motion for approval; Mr. McCabe seconded the motion. The motion passed.*

#### **4.0 Finance & Audit Committee Reports**

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

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

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

*Mr. Onesi 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 gave a brief summary of the projects that are getting ready to close.

#### **5.0 New Business**

There was no new business at this time.

#### **6.0 Adjournment**

*Mr. Onesi made a motion, seconded by Mr. Ross to adjourn the meeting. The Meeting adjourned at 8:49 a.m.*

Respectfully Submitted:



Barbara A. Gill, Administrative Coordinator