KLDC

KINGSTON LOCAL DEVELOPMENT CORPORATION

Hon. Shayne R. Gallo, President *Amanda L. Bruck-Little, Executive Director* *Brenna L. Robinson, Portfolio Manager*

MEMORANDUM

BOARD OF DIRECTORS - KINGSTON LOCAL DEVELOPMENT CORPORATION
JAMES NOBLE, CITY OF KINGSTON ALDERMAN AT LARGE
CARLY WILLIAMS, CITY CLERK
AMANDA L. BRUCK-LITTLE, KLDC EXECUTIVE DIRECTOR / KLDC RECORDING SECRETARY /COMMUNITY DEVLOPMENT FINANCIALS
BRENNA L. ROBINSON, KLDC PORTFOLIO MANAGER / COMMUNITY DEVELOPMENT DIRECTOR/ ZONE COORDINATOR EZ
GEORGE W. REDDER, ESQ., COUNSEL KLDC
HOWARD KOHN. THE CHESAPEAKE GROUP, INC.
SUZANNE CAHILL, CITY PLANNER
GREGG H. SWANZEY , DIRECTOR OF ECONOMIC DEVELOPMENT
DAILY FREEMAN, 79 HURLEY AVENUE, KINGSTON, NY 12401
WKNY, PO BOX 1398, KINGSTON, NY 12402
WWBWZ, WPKF, WRNQ & WRWR-FM, 20 TUCKER DRIVE, POUGHKEEPISE, NY 12601
WPHD/WCZX/WEOK/WRRV, PO BOX 416, POUGHKEEPSIE, NY 12602
WDST, PO BOX 367, WOODSTOCK, NY 12498
POSTMASTER, KINGSTON PO BOX 9998, KINGSTON, NY 12402-9998

FROM: SHAYNE R. GALLO, MAYOR/PRESIDENT OF KLDC BOARD OF DIRECTORS

RE: KINGSTON LOCAL DEVELOPMENT CORPORATION BOARD MEETING

Please be advised that a meeting of the Kingston Local Development Corporation will be held at **8:00 a.m.**, **Thursday, October 16, 2014.** Said meeting will be held in the Mayor's Conference Room, City Hall, 420 Broadway, Kingston, NY 12401.

AFFIDAVIT OF MEETING:

I, Bradley Jordan, Secretary for the Board of Directors of the Kingston Local Development Corporation, did on the **7th day of October, 2014** mail this notice to the individuals listed above. Mailing was accomplished by sealing said notice in an envelope and depositing same, with postage thereon, full pre-paid, with the United States Post Office.

Bradley Jordan

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BRADLEY JORDAN, SECRETARY

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AGENDA

Thursday, October 16, 2014 @ 8:00 a.m.

1. Call to Order
2. Counsel Redder - Portfolio Review & Updates
3. Annual Budget
4. Professional Audit Service – RFP
5. Mission – Funding Opportunities
6. High School Survey – Internship
7. Façade Program
8. B.E.A.T.
9. Approval of Minutes of Previous Meeting from September 18, 2014
10. Adjournment

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October 16, 2014

PRESENT:
BOARD MEMBERS - President Gallo, Vice President Dwyer, Treasurer Feeney, Secretary Jordan, Potter, Berardi, Turco-Levin, Fitzgerald, Taylor
KLDC EXECUTIVE DIRECTOR / RECORDING SECRETARY - Bruck-Little
KLDC PORTFOLIO MANAGER & COMMUNITY DEVELOPMENT DIRECTOR- Robinson

ABSENT:
BOARD MEMBERS – Clement and Mathews
ECONOMIC DEVELOPMENT AND STRATEGIC PARTNERSHIP DIRECTOR - Swanzey
PLANNING- Cahill
KLDC COUNSEL – Redder

Meeting was called to order by President Gallo at 8:06 a.m.

At 8:09 a.m. a motion was made by Ms. Potter to enter into Executive Session to discuss portfolio litigation and legal matters. Second by Mr. Fitgerald. Motion carried. At 8:32 a.m. a motion was made by Vice President Dwyer to exit Executive Session. Second by Treasurer Feeney. Motion Carried.

President Gallo informed the Board that there is still an interested party for the Kingston Business Park. It may take a couple of months for a final decision but in the meantime, there are numerous bills that will need to be paid and since the KLDC has taken possession of the building it is the responsibility of the KLDC to pay said bills. A motion was made by Treasurer Feeney to pay all necessary bills for the property located at 44 Corporate Drive. Second by Ms. Potter. Motion carried.

Each year LDC's are required to have their annual budgets reviewed and voted on by the Board and to have said budgets posted on the ABO website 90 days prior to beginning of next fiscal year. The budget was reviewed by the Board. Treasurer Feeney discussed the deficit the Board was faced with again this year, and told the Board that the numbers were based on the financial statements of previous years, proposed budget for this year and projections for future years. The Finance Committee made the recommendation to the Board to accept the Annual Budget as delineated by Treasurer Feeney. A motion was made by Vice President Dwyer to accept the proposed Annual Budget. Second by Ms. Potter. Mr. Berardi abstained. Motion carried.

Treasurer Feeney informed the Board that the Finance Committee was moving forward with the Boards desire to put out a Request for Proposals (RFP) for Professional Audit Services. The Board reviewed the RFP and a motion was made by Treasurer Feeney to approve said RFP and to move forward with the search for a new auditor. Second by Ms. Turco-Levin. Motion carried. The RFP would be posted by Ms. Bruck-Little on October 17, 2014 giving auditing firms until November 14, 2014 to submit their proposals.

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President Gallo had briefly discussed the need for the Board to revisit the Mission Statement. He spoke about how partnering with the Office of Community Development as well as promoting Economic Development could further advance the possibilities of the KLDC and their purpose. The Governance meeting will be having their annual meeting to review policy within the next few weeks.

A motion was made by Secretary Jordan to accept the minutes of previous meeting. Second by Treasurer Feeney. Motion carried.

At 9:04 AM Ms. Turco-Levin made a motion to adjourn. Second by Mr. Fitzgerald. Motion carried.

Respectively Submitted,

Amanda L. Bruck-Little
Recording Secretary