

Wayne Economic Development Corporation

Special Meeting – August 28<sup>th</sup>, 2015

MINUTES

The Special Meeting of Wayne Economic Dev. Corp. was called to order at 10:40 a.m. on Friday, August 28<sup>th</sup>, 2015 by Chairman David Spickerman. The meeting was held in the first floor conference room, 16 William Street, Lyons. Members Present: David Spickerman, Willard Milliman, Robert Havrilla, James Hoffman and Pamela Heald. Also Present: Ken Miller, Palmyra Town Supervisor; John Morell, Esq.; Bob McNary, Director of Planning & Economic Dev. and M. Churchill, D. Richards and M. Leisenring.

On motion of Mr. Havrilla, seconded by Mr. Milliman the minutes of 6/26/2015 were unanimously approved.

**Resolution-Loan Policy Amendment**

Whereas, the Wayne Economic Development Corporation Board of Directors is authorized to make amendments to the provisions of the Wayne Economic Opportunity Loan Fund Policies and Procedures Manual (the “Manual”) as approved on October 25<sup>th</sup>, 2013; be it therefore

Resolved, that Wayne Economic Development Corporation Board of Directors approves the following addition to Section 3.2 Eligible Applicants of the Manual:

“All applicants that have had previous loans from the Wayne Economic Opportunity Loan Fund must have demonstrated a satisfactory repayment history or will be considered ineligible for additional financial assistance.”

Moved: Mr. Havrilla Second: Mr. Milliman

Ayes: Ms. Heald and Messrs. Havrilla, Milliman, Hoffman, Spickerman

Nays: None

**Resolution-Contracting for Oversight of Wayne County Job Fair**

Whereas, the WCIDA has provided sponsorship and oversight of the WC Job Fair in order to support companies with their outreach and hiring; and

Whereas, the last several years, under the Business Retention and Expansion program, Jodie Daniels was able to provide the service, but since she is no longer doing BRE she will only be providing the service for the job fair; therefore, be it

Resolved, that the WEDC, which funds Business Builders and general expenses for the job fair, be authorized to pay Jodie Daniels by contract, \$590.00 for the oversight services; and be it further

Resolved, that the WEDC hereby authorizes the executive director to enter into said contract.

Moved: Mr. Milliman Second: Ms. Heald

Ayes: Ms. Heald and Messrs. Havrilla, Milliman, Hoffman, Spickerman

Nays: None

**Resolution-Enter into Agreement with SOAR**

Whereas, the SOAR organization has requested that the Wayne Economic Development Corporation manage a small micro-enterprise grant program using funds they have received and set aside for that purpose; and

Whereas, the loans would be no more than \$1,500.00 and would be matched by SOAR funds of an equal amount; and

Whereas, the funds will be replenished for two years by two additional years of grant and by repayment of the loans; and be it further

Resolved that the executive director and finance officer work with SOAR director, Sandi Bastedo, along with the agency's attorney, John Morell, to develop a management agreement and loan documents to be reviewed by both boards; and be it further

Resolved that SOAR will pay the attorney fees for development of the loan documents; clients or SOAR will pay for individual loan closings, collections, judgements; and the WEDC will not charge any administration fee. It is also noted this agreement will be for a one year period.

Moved: Ms. Heald

Second: Mr. Milliman

Ayes: Ms. Heald and Messrs. Havrilla, Milliman, Hoffman, Spickerman

Nays: None

Next Mr. Richards reviewed the quarterly financial statements as of 6/30/2015.

At 10:52 a.m. the meeting went into executive session to discuss real property. The regular meeting resumed at 11:07 a.m., and there being no further business, the meeting adjourned.

Respectfully submitted,

Marie Leisenring

Assistant Secretary