

A meeting of the Board of Directors of the Cayuga Economic Development Agency Inc., (“CEDA”) was scheduled at Two State Street, Auburn, NY at 8:00 am, Thursday June 1, 2017, noting a quorum was not present.

The following Board Members were in attendance:

Present	Absent/Excused	Proxy Voting	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kevin Miles, Vice-Chair
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sue Edinger, Chair
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tom Lewis, Treasurer
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kelley Gridley, Secretary
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steve Zabriskie
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cynthia Aikman
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Keith Batman
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jim Dacey
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ray Lockwood
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	John Currier
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kelly O’Hara
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Michael Quill
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Denise Dzikowski
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ryan Pine
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Susan Higgins

Other Attendees:

- Tracy Verrier, CEDA
- Rhonda Sheffield, CSS
- Jennifer Haines, Cayuga County
- Jeff Dygert, City of Auburn

1. Quorum Call:

Ms. Edinger, Chair called the meeting to order at 8:05 a.m. noting that there was a not quorum present.

2. Consent Items:

Due to a lack of quorum, consent items have been tabled until the June meeting.

3. ESD Incentive Proposal Update:

Ms. Verrier distributed a cover letter outlining CEDA’s intention to continue to explore the IBA as discussed at the last meeting. This item will remain on the agenda for the June meeting for a vote.

There was an inquiry about the Downtown Revitalization Initiative. Ms. Haines noted that the city had been doing more public outreach and meetings and solicited public input to improve this year’s application. She stated that the Steering Committee has a meeting tomorrow to discuss what projects and initiatives to include this year. Ms. Edinger asked what CEDA could do to contribute. Ms. Haines stated that CEDA staff are helping with portions of the application, and that they will be needing a letter of support.

4. Activities Update:

Ms. Verrier reported that the Workforce Development partner group has meeting scheduled in June and that the work on the directory would continue. She also stated that she had done a presentation to the City Council about the roles and the collaboration of CEDA and the Chamber. Mr. Dygert feels that a report such as this should be done at least twice a year at the City Council meetings.

Mr. Lewis asked if any CEDA staff had been aware of the situation at Auburn Armature and asked what their plan for the building is. Ms. Verrier stated that CEDA had received the layoff notification only a day or two ahead of the meeting, and that Bruce Sherman had visited them in the past, but it had been a while. She clarified that there is a sale of the company being negotiated, and that the company would stay in Auburn if that sale went through as planned. As such, the assumption at this time is that the company will not be leaving. CEDA staff have made themselves available to the potential buyer to help in any way needed, but there has only been limited communication.

Ms. Verrier stated that the staff will begin discussing the 2018 work plan for the county and that an initial draft should be completed for the June meeting. The work plan and a draft budget are due in September. She also updated the board that the Consolidated Funding Application for State grants are open and will be due July 28.

5. 2016 and 2017 AUDIT

Ms. Verrier reported that she had spoken with Ms. Leeson at Cuddy and Ward regarding the inconsistencies with the 2016 audit. Ms. Leeson apologized, noting that she was aware of the issues and that they are attempting to make some changes to alleviate future problems. Ms. Verrier noted that a new RFP will need to be done for a new 3-year contract starting with the 2017 audit. She will have a draft RFP to review at the June meeting to be sent out in early July and vendor can be made in August.

6. IBA Update:

Ms. Verrier recapped developments of the IBA for Mr. Dygert and Ms. Haines. Mr. Batman asked about a timeline for the start of the IBA and Ms. Verrier noted that they would like to do research regarding excess capacity of machinery at Cayuga County businesses and possible deal flow over the summer so that we could make a decision about direction in the fall.

7. Bylaw Amendments:

Ms. Verrier provided a recap of the proposed changes to the by-laws. Approval of these changes was tabled until the next meeting due to a lack of quorum.

8. Committee Reports: No reports were given.

Meeting was adjourned at 8:40am.

The next CEDA is TBD. CEDA staff will reach out to board to schedule.