

**A meeting of the Board of Directors of the Cayuga Economic Development Agency Inc., (“CEDA”) was brought to order at Two State Street, Auburn, NY at 8:00 am, Thursday December 21, 2017, noting a quorum was present. The following Board Members were in attendance:**

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

**Other Attendees:**

- Tracy Verrier and Rhonda Sheffield, CEDA
- Bruce Sherman and Maureen Riester, CEDA

**Guests:**

- Jenny Haines, City of Auburn

**1. Quorum Call:**

Ms. Edinger, Chair called the meeting to order at 8:00 a.m. noting that there was a quorum present.

**2. Consent Items:**

Mr. Zabriskie made a motion to approve the consent agenda items as distributed. Mr. Lockwood seconded, all present voted in favor motion carried.

**3. Discussion from Staff:**

Mr. Sherman provided a recap of 2017 activities and anticipated challenges for 2018. He spoke of the recent successful REDC awards and the projects that received funding through the CFA. He noted a few projects that are underway:

- Health Central building – 3<sup>rd</sup> floor renovation
- Nolan Block – restoration and renovation of Genesee Street properties
- Holiday Inn remodel
- Prison City brewery expansion
- Copper John- reshoring some manufacturing from China
- Currier Plastics- expansion into medical market

Mr. Sherman spoke of the success of the two industry peer groups that have met, one being the Manufacturing Industry and the other being the Craft Beverage Industry. Among those groups, the ability to attract and retain qualified workers is among their biggest challenges along, along with employment regulations and costs.

Wineries that attended the Craft Beverage meeting also noted price posting (a state regulated process) is challenging for smaller businesses. Ms. Edinger asked if bringing in elected officials for a panel discussion for these groups would be helpful. Mr. Lockwood stated that the farm bureau has their own workers comp and was able to cut costs, which may be an option for the manufacturers. Ms. Aikman asked if the goal of 80 visits is too ambitious for 2018. Ms. Verrier explained that this particular goal has been adjusted from previous years.

Before, this goal was just to meet with businesses that CEDA has never met with before, but now it is simply to that Mr. Sherman will meet with 80 businesses, 20 of which will be new contacts. This will align more with the natural workflow as more follow up assistance is required now that we've built connections with so many businesses. Ms. Aikman inquired as to whether there was any way to make loans/financing more attractive to businesses, and suggested adding testimonials to the application package.

Ms. Riester reported on four of the projects that she has been working on in 2017. Those being:

- DuMond Ag- soy bean processing facility
- Project Strand – Industrial Hemp processor company from Kentucky
- ADM Project – looking to sell 300+ acres and then lease back the acreage needed
- Crossroads Industrial Project- sell and develop prime real estate along the thruway

The 2017 Simple Steps seminar series was successful. The series in 2016 had 8-10 people in attendance, but in 2017 attendance grew to 24 participants. The next series has been scheduled for September 2018. SBDC had funding for a Rural Pitch Competition that provided small monetary prizes to three local entrepreneurs, and included judges from this Board in the way of Ms. Aikman and Mr. Miles. This program will be held again in 2018 as well. Ms. Riester has written a grant application for SCORE in hopes of receiving \$5000 for a speaker series. Ms. Edinger asked what resources attraction leads are looking for. Ms. Riester responded that they are often looking for agriculture and milk supply. Ms. Riester asked that the Board Members inform her of any space or buildings that might be coming available so that she can continue to update her information. Mr. Currier asked about the success of the Simple Steps series in terms of the number of businesses that actually are starting, and Ms. Riester replied that she feels it is always a success even if some of the attendees learn that they are not ready to open a business. This realization helps to prevent short lived startups.

### **3. Activities Update:**

Ms. Verrier reported that the process for replacing Mr. Sheppard. A reminder about the annual CEDA Luncheon scheduled for January 25 was given.

### **4. Committee Reports:**

The Workforce Development Task Force met and Ms. Gridley reported that they were interested in working with the school counselors association to partner and add a career component to the annual College Night at the Auburn High School. The suggestion was to bring in local businesses to discuss local careers and the possible education needed to be successful. Ms. Gridley requested that the board approve \$2000 from the Program Budget to assist in this effort should it move forward. Mr. Lockwood made a motion to approve a \$2000 contribution for this event. Ms. Aikman seconded, all present voted in favor motion carried. Ms. Gridley spoke of reaching out to Johnston and Currier and the CEDA and Chamber Boards asking for their participation also. Mr. Currier stated that Currier Plastics would be interested in participating. Mr. Currier stated that we needed to be sure to reach out to specific industries and companies, and stay in touch with them consistently to ensure they participate.

Motion to enter executive session to discuss the financials of a particular company made by Mr. Lockwood at 8:50am, second by Mr. Lewis. All in favor.

Motion to exit executive session at 9:00am by Mr. Lockwood, second by Ms. Gridley. All in favor.

### **6. Board Updates:**

Ms. Verrier informed the Board that the following members would be leaving the CEDA Board at the end of 2017: Keith Batman, Ryan Pine, Kelly O'Hara, John Currier, and Steve Zabriskie. Ms. Edinger thanked all of those members for their time and service on behalf of the CEDA Board.

Motion to adjourn at 9:05 by Ms. Aikman, seconded by Mr. Lockwood. All present voted in favor, motion passed.

**The next CEDA meeting will take place on January 25, 2018 at 11:00 am at the Hilton Garden Inn before the Economic Forecast Luncheon.**