

A regular meeting of the Victor Local Development Corporation (VLDC) was held on Tuesday, November 19, 2019 at the Town Hall, 85 East Main Street.

MEMBERS PRESENT:	President	Rebecca Melton
	Vice President	Chris Caruana
	Treasurer	Liz Biehler
	Secretary	Carol Commisso
	Director	Mike Guinan
	Director	Bob Senn
	Director	Scott Thon
	Executive Director	Kathy Rayburn
	Minutes Clerk	Sue George

MEMBERS ABSENT: None

OTHERS PRESENT: Allen Elmsted

Meeting was called to order by President Rebecca Melton at 6:00pm.

Salute to the flag.

(Within this report Victor Local Development Corporation will often be referred to as VLDC)

Resolution #42-19VLDC

Acceptance of Minutes

On a motion made by Carol Commisso, seconded by Bob Senn, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Victor Local Development Corporation accepts the minutes from the meeting dated October 22, 2019

Mike Guinan entered at 6:03

Financial Report

Payment of Bills – Abstract #11

The Board reviewed the invoices to be paid from the Victor Local Development Corporation/Victor Business Connection Balance sheets. The unpaid invoices totaled \$4860.57.

Resolution #43-19VLDC

Payment of Bills -VLDC

On a motion made by Carol Commisso, seconded by Chris Caruana, the following resolution was ADOPTED 6 AYES 0 NAYS

Resolved, that the Victor Local Development Corporation has reviewed and approved invoices for payment that appear on the balance sheet totaling \$860.11.

Resolution #44-19VLDC

Payment of Bills – Victor Business Connection

On a motion made by Carol Commisso, seconded by Bob Senn, the following resolution was ADOPTED 6 AYES 0 NAYS

Resolved, that the Victor Local Development Corporation has reviewed and approved invoices for payment that appear for on the balance sheet totaling \$4000.46. Invoices are to be paid out of the Victor Business Connection account.

Note: Resolution #43-19VLDC and #44-19VLDC were included in the Balance Sheet totaling \$4860.57

Scott Thon entered at 6:09

Executive Director Report

November 2019 – No written report this month.

Kathy attended the Village Board meeting and gave them an update on the VLDC, Economic Development and the Victor Business Connection (VBC).

She gave them a snap shot of the three events- income, expense and sponsors. There are things that can be changed with the events to help reduce the costs. Our goal is to drive traffic to the businesses with these events and we are not looking to make a profit but from them, break even.

Kathy is looking to the board for their suggestions/concerns/ideas.

-Chris asked if there was an opportunity to gain more sponsorship and there is. He mentioned a sponsorship dinner- wine & dinner pairings to help promote our events.

-Liz wondered which event we broke even on. We cannot answer until the December event, which hasn't happened yet.

-Carol wondered about working with the Chamber.

-Rebecca suggested that at the events we should sell t-shirts promoting the sponsors and the event itself.

-There was continued discussion and suggestions amongst the board regarding the VBC events.

On a separate note regarding promoting the VLDC- Rebecca talked about buying the board jackets with the VLDC logo to wear at events. She feels the VLDC does not get enough recognition and this is a way to get it. She also thinks the Boards should have business cards. The board agreed.

Kathy welcomed our guest and then he realized he was in wrong meeting. Kathy showed him where his meeting was.

Bob Senn announced will be taking a job and will not be able to attend meetings from December through April. He encouraged the board to look for a replacement.

Bob exited at 6:30pm

Kathy passed out the 2019 budget vs. actual and the 2020 proposed budget. Most line items are pretty standard. She pointed out the Strategic Plan line item and she explained it.

Another item is the Mobile app, Kathy is in the process of transferring the app to another company to talk about redevelopment of the app. Kathy is looking for advice on whether to continue with it. Chris mentioned how critical it is to have the school calendar on the app. The trick is to have the information come to you and not having to look for it.

Kathy is waiting to have a meeting with the new company to see what their ideas are for the app. Chris and Scott will attend that meeting with Kathy. Kathy will reach out and set that meeting up.

Liz Biehler was tasked to get a quote for our Directors and Officers Insurance and she suggested to go with the original quote we got from the Main Street Insurance. So Sue will contact our Insurance agent to let them know. The current Directors and Officers Insurance expires on Dec. 20th.

President's Report

Kathy will email to the board the Developers Forum timeline. Kathy and Rebecca came up with a date of June 4th. They also received a quote on busses for this event. We will host it in the main meeting room in the Town Hall and then end up at a restaurant that they still need to pick.

Rebecca asked Scott if he had any updates on the library. Scott said Tim Niver, the library Director, said it was not necessary for him to attend the library's meeting tonight

but he will most likely attend the December meeting. There was a buildings and grounds meeting that Scott and Kathy attended and they discussed the Library plans.

Executive Session

On a motion made by Mike Guinan, seconded by Chris Caruana, the following resolution was ADOPTED 7 AYES 0 NAYS

Resolved, to enter into Executive Session at 6:59pm for discussion of a financial matter.

Sue George remained.

On a motion made by Liz Biehler, seconded by Mike Guinan, the following resolution was ADOPTED 7 AYES 0 NAYS

Resolved, to exit out of Executive Session at 7:09pm

Rebecca reminded the board that our December meeting will be followed by some holiday festivities and Rebecca will bring cookies.

Sue reminded the Board that in January the loan committee should review one of our loan applicants we have been working with.

Kathy informed the Board that she and Sue are coordinating the stocking program and we need help filling them if any of the board members would like to help out.

Rebecca will look into buying the jackets prior to the Jingle Mingle event.

Adjournment

Meeting was adjourned on motion at 7:15pm

Sue George, Minutes Clerk