

**Jefferson County Civic Facility Development Corporation
Board Meeting Minutes
June 7, 2018**

The Jefferson County Civic Facility Development Corporation held a board meeting on Thursday, June 7, 2018 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: David Converse, Chair, John Jennings, Robert E. Aliasso, Jr., William Johnson, Lisa LøHuillier, W. Edward Walldroff, Paul Warneck

Also Present: Don Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Joseph Russell, Esq., Donald DiMonda, and Marcus Wolf from the Watertown Daily Times

Excused: None

Absent: None

- I. **Call to Order:** Mr. Converse called the meeting to order at 10:16 a.m.
- II. **Minutes:** Minutes of the regular meeting held March 1, 2018 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Mr. Warneck. All in favor. Carried.
- III. **Treasurer's Report:** Mr. Aliasso reviewed the financials for the income statement and balance sheet for the periods ending March 31, 2018, April 30, 2018 and May 31, 2018. A motion was made by Mr. Aliasso to accept the financial reports as presented, seconded by Mr. Warneck. All in favor. Carried.
- IV. **Committee Reports:**
 - a. **Finance Committee**
 - i. **2018-2019 Proposed Budget** – Mr. Jennings said that the Finance Committee met on May 29, 2018 to review the proposed budget; no changes were made. A motion was made by Mr. Jennings to approve the proposed budget as presented, seconded by Mr. Aliasso. All in favor. Carried.
- V. **Unfinished Business:** None.
- VI. **New Business:**
 1. **Real Property Acquisition Guidelines** – A motion was made by Mr. Walldroff to adopt the guidelines as presented, seconded by Mr. Aliasso. All in favor. Carried.
 2. **Extension of Credit to Board Members and Officers** – A motion was made by Mr. Warneck to adopt the policy as presented, seconded by Mr. Aliasso. All in favor. Carried.
- VII. **Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Aliasso. All in favor. The meeting adjourned at 10:17 a.m.