

Jefferson County Civic Facility Development Corporation

800 Starbuck Avenue, Suite 800

Watertown, New York 13601

Telephone: (315) 782-5865 or (800) 553-4111 Facsimile (315) 782-7915

Notice of Board Meeting

Date: July 21, 2021

To: John Jennings
Robert Aliasso
W. Edward Walldroff
Paul Warneck
William Johnson
Lisa L'Huillier

From: Chairman David Converse

Re: Notice of Board of Directors Meeting

The Jefferson County Civic Facility Development Corporation will hold their board meeting on **Thursday, August 5, 2021 at 9:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The live stream link will be available at www.jcida.com.

Please confirm your attendance with Peggy Sampson pssampson@jcida.com at your earliest convenience.

pss

c: David Zembiec
Marshall Weir
Lyle V. Eaton
Kent Burto
Christine Powers
Greg Gardner
Rob Aiken
Justin Miller, Esq.
Media

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JCCFDC BOARD MEETING AGENDA

Thursday, August 5, 2021 - 9 a.m.

- I. Call to Order**
- II. Minutes – July 9, 2021**
- III. Treasurer’s Report – July 31, 2021**
- IV. Committee Reports**
- V. Unfinished Business**
- VI. New Business**
 - 1. 2021-2022 Budget**
- VII. Adjournment**

**Jefferson County Civic Facility Development Corporation
Board Meeting Minutes
July 9, 2021**

DRAFT

The Jefferson County Civic Facility Development Corporation held their board meeting on Friday, July 9, 2021 in the board room at 800 Starbuck Avenue, Watertown, NY and virtually via zoom.

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

Zoom: Justin Miller, Esq.

Excused: None

Absent: None

Also Present: David Zembiec, Lyle Eaton, Joy Nuffer, Marshall Weir, Christine Powers, Robert Aiken

- I. Call to Order:** Mr. Converse called the meeting to order at 11:45 a.m.
- II. Minutes:** Minutes of the regular meeting held March 4, 2021 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Ms. L'Huillier. 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, 2021 through June 30, 2021. A motion was made by Mr. Aliasso to accept the financial reports as presented, seconded by Mr. Jennings. All in favor. Carried.
- IV. Committee Reports:** None.
- V. Unfinished Business:** None.
- VI. New Business:** None.
- VII. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Aliasso, seconded by Mr. Jennings. All in favor. The meeting adjourned at 11:47 a.m.

Respectfully submitted,

Joy Nuffer

JEFF CO CIVIC FACILITY DEV CORP
Income Statement
For the Ten Months Ending July 31, 2021

	Current Month		Year to Date	
Revenues				
Fee Income	\$ 3,000.00	100.00	\$ 4,500.00	100.00
Interest Income	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
Finance Charge Income	0.00	0.00	0.00	0.00
Shipping Charges Reimbursed	0.00	0.00	0.00	0.00
Fee Discounts	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
Total Revenues	3,000.00	100.00	4,500.00	100.00
Cost of Sales				
Cost of Sales	0.00	0.00	0.00	0.00
Cost of Sales-Salaries and Wag	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	3,000.00	100.00	4,500.00	100.00
Expenses				
Advertising Expense	0.00	0.00	0.00	0.00
Bad Debt Expense	0.00	0.00	0.00	0.00
Bank Charges	0.00	0.00	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.00
Dues and Subscriptions Exp	0.00	0.00	0.00	0.00
Insurance Expense	0.00	0.00	0.00	0.00
Interest Expense	0.00	0.00	0.00	0.00
Legal and Professional Expense	0.00	0.00	0.00	0.00
Licenses Expense	0.00	0.00	0.00	0.00
Maintenance Expense	0.00	0.00	0.00	0.00
Meals and Entertainment Exp	0.00	0.00	0.00	0.00
Office Expense	0.00	0.00	0.00	0.00
Postage Expense	0.00	0.00	0.00	0.00
Rent or Lease Expense	0.00	0.00	0.00	0.00
Repairs Expense	0.00	0.00	0.00	0.00
Supplies Expense	0.00	0.00	0.00	0.00
Telephone Expense	0.00	0.00	0.00	0.00
Travel Expense	0.00	0.00	0.00	0.00
Wages Expense	0.00	0.00	0.00	0.00
Utilities Expense	0.00	0.00	0.00	0.00
Other Expense	0.00	0.00	0.00	0.00
Transfer to JCIDA	0.00	0.00	0.00	0.00
Purchase Disc-Expense Items	0.00	0.00	0.00	0.00
Gain/Loss on Sale of Assets	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
Total Expenses	0.00	0.00	0.00	0.00
Net Income	\$ 3,000.00	100.00	\$ 4,500.00	100.00

JEFF CO CIVIC FACILITY DEV CORP
Balance Sheet
July 31, 2021

ASSETS

Current Assets		
Regular Checking Account	\$	17,816.63
Accounts Receivable		<u>3,000.00</u>
Total Current Assets		20,816.63
Property and Equipment		<u> </u>
Total Property and Equipment		0.00
Other Assets		<u> </u>
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>20,816.63</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		<u> </u>
Total Current Liabilities		0.00
Long-Term Liabilities		<u> </u>
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		0.00
Capital		
Retained Earnings	\$	16,316.63
Net Income		<u>4,500.00</u>
Total Capital		<u>20,816.63</u>
Total Liabilities & Capital	\$	<u><u>20,816.63</u></u>

Jefferson County Civic Facility Development Corp.

10/01/21- 9/30/22 Budget

Finance Approval

Board Approval

**Proposed
FYE 9-30-22
Total
Budget**

DRAFT

Revenue

Application Fees	-	
Annual Processing Fee	6,500	5,000, SMC,
Misc Income	-	1,500 JCC
Total	<u>\$ 6,500</u>	

**Proposed
FYE 9-30-22
Total
Budget**

Expenses

Office Expense	-
Travel	-
Dues & Publications	-
Insurance	-
Legal	-
Auditing	-
Consultants	-
Fees	-
Grants- Transfer JCIDA	-
Total Expenses	<u>-</u>
Revenue	6,500
Expenses	<u>-</u>
Net	<u><u>\$ 6,500</u></u>

Jefferson County Civic Facility Develop. Corp.
 800 Starbuck Avenue, Suite 800
 Watertown, NY 13601
 (315-782-5865)

2020-2021 Board Attendance

Name	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Alliasso, Robert	P	P	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	No Mtg.	P		
Converse, David	P	P	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	No Mtg.	P		
Jennings, John	P	A	E	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	No Mtg.	P		
Johnson, William	P	P	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	No Mtg.	P		
L'Huillier, Lisa	P	P	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	No Mtg.	P		
Walldroff, W. Edward	P	P	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	No Mtg.	P		
Warneck, Paul	P	P	P	No Mtg.	No Mtg.	P	No Mtg.	No Mtg.	No Mtg.	P		
Totals:	7	6	6	-	-	7	-	-	-	7		
P - Present												
E - Excused												
A - Absent												