

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: June 13, 2024

To: William Johnson
David Converse
W. Edward Walldroff
Paul Warneck
Lisa L'Huillier
John Condino

From: Chairman Robert Aliasso

Re: Notice of Board of Directors Meeting

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The Jefferson County Civic Facility Development Corporation will hold its board meeting on **Thursday, June 27, 2024 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.

Zoom:

<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVVjKytDdz09>

Meeting ID: 843 5525 0468

Passcode: 011440

1-929-205-6099 US (New York)

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

pss

c: Marshall Weir, CEO
Jay Matteson
Lyle Eaton
Robin Stephenson
Kent Burto
Christine Powers
Greg Gardner
Rob Aiken
Justin S. Miller, Esq.
Joseph V. Frateschi, Esq.
Media

Jefferson County Civic Facility Development Corporation

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BOARD MEETING AGENDA

Thursday, June 27, 2024 - 9 a.m.

- I. Call to Order**
- II. Minutes – April 4, 2024**
- III. Treasurer’s Report – April 30, 2024, May 31, 2024 and June 30, 2024**
- IV. Committee Reports**
- V. Unfinished Business**
- VI. New Business**
- VII. Adjournment**

**Jefferson County Civic Facility Development Corporation
Board Meeting Minutes
April 4, 2024**

DRAFT

The Jefferson County Civic Facility Development Corporation held its board meeting on Thursday, April 4, 2024 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present: Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Robin Stephenson, Jay Matteson, Joseph V. Frateschi, Esq. (Harris Beach), Craig Fox (Watertown Daily Times)

- I. Call to Order:** Chairman Aliasso called the meeting to order at 10:20 a.m.
- II. Minutes:** Minutes of the meeting held March 7, 2024 were presented. A motion to approve the minutes as presented was made by Mr. Condino, seconded by Mr. Converse. All in favor. Carried.
- III. Treasurer's Report:** Mr. Warneck reviewed the financials for the income statement and balance sheet for the period ending March 31, 2024. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Mr. Condino. All in favor. Carried.
- IV. Committee Reports:** None.
- V. Unfinished Business:** None.
- VI. New Business:**
 - 1. Resolution No. 04.04.2024.01 for Authorized Signers** – The following individuals were recommended to be authorized signers for all Accounts at Watertown Savings Bank effective May 3, 2024: Robert E. Aliasso, Jr., David J. Converse, Frank (Marshall) Weir, and Jay M. Matteson. A motion was made by Mr. Condino to approve the resolution, seconded by Mr. Johnson. All in favor. Carried.
- VII. Adjournment:** With no further business before the board, a motion to adjourn was made by Ms. L'Huillier, seconded by Mr. Converse. All in favor. The meeting was adjourned at 10:22 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON CO CIVIC FACILITY DEV CORP
Income Statement
For the Four Months Ending April 30, 2024

	Current Month		Year to Date	
Revenues				
Fee Income	\$ 0.00	0.00	\$ 0.00	0.00
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
Total Revenues	0.00	0.00	0.00	0.00
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
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	0.00	0.00	0.00	0.00
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 Cash	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
Total Expenses	0.00	0.00	0.00	0.00
Net Income	\$ 0.00	0.00	\$ 0.00	0.00

JEFFERSON CO CIVIC FACILITY DEV CORP

Balance Sheet

April 30, 2024

ASSETS

Current Assets		
Regular Checking Account	\$	<u>21,236.22</u>
Total Current Assets		21,236.22
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>21,236.22</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	\$	21,236.22
Net Income		<u>0.00</u>
Total Capital		<u>21,236.22</u>
Total Liabilities & Capital	\$	<u><u>21,236.22</u></u>

JEFFERSON CO CIVIC FACILITY DEV CORP
Income Statement
For the Five Months Ending May 31, 2024

	Current Month		Year to Date	
Revenues				
Fee Income	\$ 0.00	0.00	\$ 0.00	0.00
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
Total Revenues	0.00	0.00	0.00	0.00
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
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	0.00	0.00	0.00	0.00
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	1,000.00	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 Cash	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
Total Expenses	0.00	0.00	1,000.00	0.00
Net Income	\$ 0.00	0.00	\$ (1,000.00)	0.00

JEFFERSON CO CIVIC FACILITY DEV CORP

Balance Sheet

May 31, 2024

ASSETS

Current Assets		
Regular Checking Account	\$	<u>21,236.22</u>
Total Current Assets		21,236.22
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>21,236.22</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	<u>1,000.00</u>
Total Current Liabilities		1,000.00
Long-Term Liabilities		<u> </u>
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		1,000.00
Capital		
Retained Earnings		21,236.22
Net Income		<u>(1,000.00)</u>
Total Capital		<u>20,236.22</u>
Total Liabilities & Capital	\$	<u><u>21,236.22</u></u>

JEFFERSON CO CIVIC FACILITY DEV CORP
Aged Payables
As of May 31, 2024

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Vendor ID Vendor Contact Telephone 1	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
BOWERS BOWERS & COMPANY	229631	1,000.00				1,000.00
BOWERS BOWERS & COMPANY		1,000.00				1,000.00
Report Total		1,000.00				1,000.00

JEFFERSON CO CIVIC FACILITY DEV CORP
Income Statement
For the Six Months Ending June 30, 2024

	Current Month		Year to Date	
Revenues				
Fee Income	\$ 0.00	0.00	\$ 0.00	0.00
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
Total Revenues	0.00	0.00	0.00	0.00
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
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	0.00	0.00	0.00	0.00
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	1,000.00	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 Cash	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
Total Expenses	0.00	0.00	1,000.00	0.00
Net Income	\$ 0.00	0.00	\$ (1,000.00)	0.00

JEFFERSON CO CIVIC FACILITY DEV CORP

Balance Sheet

June 30, 2024

ASSETS

Current Assets		
Regular Checking Account	\$	<u>21,236.22</u>
Total Current Assets		21,236.22
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>21,236.22</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	<u>1,000.00</u>
Total Current Liabilities		1,000.00
Long-Term Liabilities		<u> </u>
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		1,000.00
Capital		
Retained Earnings		21,236.22
Net Income		<u>(1,000.00)</u>
Total Capital		<u>20,236.22</u>
Total Liabilities & Capital	\$	<u><u>21,236.22</u></u>

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

2024 Board Attendance

Name	Jan	Feb	Mar	Apr	May	6-Jun	27-Jun	Aug	Sep	Oct	Nov	Dec
Aliasso, Robert	P	No Mtg.	P	P	No Mtg.	No Mtg.						
Condino, John	P	No Mtg.	P	P	No Mtg.	No Mtg.						
Converse, David	P	No Mtg.	E	P	No Mtg.	No Mtg.						
Johnson, William	P	No Mtg.	P	P	No Mtg.	No Mtg.						
L'Huillier, Lisa	P	No Mtg.	P	P	No Mtg.	No Mtg.						
Walldroff, W. Edward	P	No Mtg.	P	P	No Mtg.	No Mtg.						
Warneck, Paul	P	No Mtg.	E	P	No Mtg.	No Mtg.						
Totals:	7	-	5	7	-	-						
P - Present												
E - Excused												
A - Absent												