



MONROE COUNTY
MCIDC
INDUSTRIAL DEVELOPMENT CORP.

BOARD MEETING MINUTES
March 20, 2024

Time & Place: 12:00 p.m, CityPlace

Board Present: H. Abdul-Wahid, J. Barker, R. Feltner, J. Sayre, P. Smith, C. Johnston, C. Vazquez, B. Owen, B. Bachman, Z. Phillips

Board Absent: T. Brown, E. Rogers, C. Rush

Also Present: A. Liss, Executive Director, B. Carrigan, Esq., A. Clark, C. Degener, R. Finnerty, T. Sciarabba, G. Genovese

Chair H. Abdul-Wahid called the meeting to order at 12:01 p.m.

The draft minutes of February 7, 2024 were presented. On motion by J. Sayre, second by C. Vazquez, all aye, the minutes were unanimously approved.

K. Loewke reviewed the February 2024 local labor monitoring report.

G. Genovese reviewed the February 2024 financial report.

H. Abdul-Wahid reported that the Audit Committee met on March 13, 2024 and reviewed the 2023 draft financial audit and recommends the board adopt the audit as presented, pending the final bond report and K-1 from the Trillium investment. The committee also recommends the board readopt the Committee Charter, Code of Ethics Policy, Internal Controls Policies and Procedures and Whistleblower Policy.

John Rynkowickz of Mengel, Metzger, Barr & Co. presented an executive summary of the 2023 draft audit and related correspondence. On motion by J. Sayre, second by Z. Phillips, all aye, the board accepted the 2023 Financial Audit as presented subject to receipt of the outstanding K-1 and final bond report.

J. Barker reported that the Finance Committee met on March 13, 2024. The committee reviewed policies, the employee handbook, as well as assets/investments. On motion by C. Vazquez, second by P. Smith, all aye, the board approved the employee handbook as presented and re-adopted the fee schedule with no changes.

Z. Phillips reported that the Governance Committee met on March 13, 2024. The committee reviewed all policies and procedures and recommends that the full board re-adopt all documents, policies and procedures. The only recommended change was to the Local Labor Policy.

On motion by J. Sayre, second by R. Feltner, all aye, motion carried to re-adopt the bylaws with no changes.

Executive Director Liss reviewed the Mission Statement and Performance Measurement Report. On motion by P. Smith, second by R. Feltner, all aye, motion carried to re-adopt the Mission Statement and approve the Performance Measurement Report.

On motion by B. Owen, second by J. Sayre, all aye, the board readopted all committee charters with no changes.

On motion by B. Bachman, second by J. Sayre, all aye, the board readopted all policies with changes as discussed to the Local Labor Policy.

It was noted that the Governance Committee reviewed the Board Evaluation Summary and discussed the desire for additional training opportunities for board members. Staff will come up with topics and a plan going forward.

Executive Director Liss noted that the PARIS report is in progress and will be submitted as soon as the financial audit is finalized.

Executive Director Liss stated that Monroe County will be announcing that interest rates for the Micro Loan Program will be lowered. Staff is putting together a marketing campaign to promote the program. In addition, Monroe County Economic Development is hosting a Small Business Resource Fair on April 30, 2024 at Monroe Community College. There will be over 20 community partners participating promoting resources available to small businesses.

There being no further business to discuss, on motion by B. Owen, second by Z. Phillips, all aye, the meeting was adjourned at 12:54 pm.

Hanif Abdul-Wahid, President