

Board Members Present: Christie Nakano, Larry Dolhof, Shellie Marks, Tim Petersen, Eric Virkler(virtual), Mick Lehman, Mike Bradish, Eric Sunderhaft, Terry Thisse and Jessica Clemons

Absent: Tyler McDonald

Others present: Cheyenne Steria, Jenna Lauraine, Brittany Davis, Ian Gilbert

- I. **Call to Order** – Meeting called to order by Chairman Petersen at 10:51 am
- II. **Minutes for January 6, 2022 Board Meeting and February 17, 2022 Special Board Meeting**
 - a. **The minutes for January 6, 2022 Board Meeting and February 17, 2022 Special Board Meeting** were approved upon a motion made by Larry Dolhof and seconded by Eric Sunderhaft. All present were in favor and motion carried.
- III. **Financial Reports**
 - a. The LCDC Board reviewed the **February Financial Reports** for the Lewis County Development Corporation and Black Moose Development LLC. The LCDC is still awaiting SAM Grant funding to come through from New York State to pay off a line of credit from DANC. The reports were approved upon a motion by Mick Lehman and seconded by Eric Sunderhaft. All present were in favor and motion carried.
- IV. **Committee Reports**
 - a. Staff updated the LCDC Board that **Black River Valley Natural has accepted the counteroffer** for the purchase of the Lyons Falls Mill Site with conditions, and they are ready to move forward with conversations. Ian Gilbert cautioned that the sale of assets from a 501c3 charitable organization that are categorized as substantial portion of an organizations assets may require oversight from the attorney general's office. The property accounts for less than 60% of the assets and we have shown that the organization will continue on after the sale. The board discussed the sale of the High Falls Building was the only outright sale and the remainder of the property will remain an LCDC asset as a lease to own. Also, that part of the LCDC's mission is to attain, redevelop and sell property for economic development in Lewis County.
 - b. Staff suggests creating a **subcommittee to work with BRVN** to further develop timeline and goals to include in the contract. James would like to meet next week to continue the discussion. Tim, Larry and Jessica will attend from the LCDC Board.

- c. The board reviewed the **Community Economic Development Fund Ad Hoc Committee Notes**. The planning committee continues to develop the CEDF Committee structure, discussing types of projects to fund, and developing a policy for the fund to encourage future investments. The committee is meeting next week to continue the discussion.
- V. **Committee Appointments**
 - a. **Executive and Governance Committee appointments** defined in the LCDC bylaws as president, vice president, secretary, treasurer and chair of the finance and audit committee approved on a motion by Mick Lehman and Christie Nakano. All present in favor and motion carried.
 - b. **Finance and Audit Committee** is chaired by the Treasurer as defined in the LCDC Bylaws with additional appointees Tim Petersen and Eric Sunderhaft approved on a motion by Mike Bradish and seconded by Tim Petersen. All present in favor and motion carried.
- VI. **Executive Directors Report**
 - a. Brittany Davis highlighted her previously distributed executive directors report highlighting the first Business Leaders Breakfast in two years, staff attended NYSEDC Economic Development Conference, DBA Lewis County updates, and IDA PILOT closings.
- VII. **Discussion Items**
 - a. The board reviewed the letter to DANC concerning their **Line of Credit Extension** in relation the SAM Grant delays from New York State. Staff will communicate with Michelle Capone at DANC.
 - b. Executive Director, Brittany Davis, discussed the opportunity for a **new economic development structure** in Lewis County that would streamline organizations through a new 501c3 organization, Naturally Lewis. The proposed structure is modeled after Mohawk Valley Edge in Oneida County. The Naturally Lewis 501c3 would contract with the IDA, LCDC and Chamber to provide staff, administrative services, and streamline county funding and services for economic development. Staff have been working with each entity to propose this new structure and answer questions. Under this model there would be a Naturally Lewis board of directors that would be comprised of all the IDA, LCDC and Chamber board members. This would give all board members the opportunity to be involved in economic development at the umbrella level and use the organizations as tools for economic development. The next steps in the process are to have the branding conversation and form an ad hoc committee to discuss structure and

additional opportunities. Christie and Shellie are both interested in participating in the Ad Hoc Committee. A motion to continue to explore the new structure was made by Terry Thisse and seconded by Tim Petersen. All present were in favor and motion carried.

VIII. **Adjournment**

- a. A motion to adjourn was made at 12:06pm by Mike Bradish and seconded by Shellie Marks. Motion carried.

Respectfully submitted,



Eric Virkler
LCDC Secretary