

Village of Fairport  
**Office of Community + Economic Development**

31 South Main Street  
Fairport, New York 14450

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MINUTES  
**Industrial Development Agency  
Board of Directors Meeting**  
June 15, 2009

**Board Members present:**

Jim Unckless, Chairman  
Kevin Clark  
Ken Rohr

Andree Mastrosimone

**Excused:** Donna Yawman

**Staff present:**

Kal Wysokowski, Exec. Director  
Monika Salvage, Assistant

**Others present:**

Lou Morin II, Counsel

The regular meeting of the Fairport IDA Board of Directors was called to order by Chairman Jim Unckless at 4:30 pm.

**I. Approval of Minutes**

A motion to approve the minutes of the May meeting was made by Ken Rohr, seconded by Kevin Clark, and unanimously approved. Andree Mastrosimone abstained from the vote.

**II. Financial Reports**

- a. **Resolution 2009-06** authorizing payment of bills was reviewed. Motion to authorize payment of bills was made by Ken Rohr, seconded by Kevin Clark, and unanimously approved.
- b. **Reconciliation Report** was reviewed and accepted.

**III. Old Business**

**a. Southeast Docking Project Update**

Kal Wysokowski informed the Board about the Kick-off meeting on June 2 with the project team. A letter was sent to the Canal Corporation inquiring about the proper procedures for extending the existing Canal usage permit. Jim Baker (Foundation Design) will coordinate test borings with LaBella. The contract for the DOS grant has not arrived yet.

**b. Governance Committee Meeting**

Andree Mastrosimone announced that due to conflicting schedules the May meeting would be held in July.

A motion to go into Executive Session at 4:50 pm to discuss the proposed acquisition, sale or lease of real property was made by Ken Rohr, seconded by Andree Mastrosimone, and unanimously approved. A motion to come out of Executive Session at 5:05 pm was made by Kevin Clark, seconded by Andree Mastrosimone, and unanimously approved.

**IV. New Business**

Ken Rohr updated the Board on items discussed in the last Audit Committee Meeting on June 9. Request for Proposals for Audit Services will be sent out to six firms within the next few days with proposals due on July 8. A positive performance of AM&M investments were reported. Some adjustments need to be made by the accounting firm on the 2<sup>nd</sup> quarter numbers in order to compile the 2010 budget. The Service Agreement between IDA and URA that was adopted by the Board last month was signed.

- V. Motion to adjourn at 5:25 pm was made by Andree Mastrosimone, seconded by Ken Rohr, and unanimously approved.

The next meeting is scheduled for Monday, July 20, 2009 at 4:30 pm.