

Minutes of Village of Lancaster Community Development Corporation

Meeting Date February 1st, 2017

Attendees: Jim Allein, Matthew Walter, Dawn Robinson, John Mikoly, Paul Lista, John Chmarney, Liz Meegan

Excused: Kim Stribing

Gallery: Tom Malecki, Matt Murphy

Jim opened meeting at 7:45am. Bob made a motion to accept the minutes from the previous meeting, Dawn seconded and it was unanimously approved.

Tom Malecki from Drescher Malecki LLP provided the draft version of the independent auditor's report. He thanked John C, John M and Jim for the assistance in getting the information together.

John M gave the financial report. It is a big month for bills due to taxes, HVAC work and more totaling \$19,715.36. Matt agreed to review the leases to ensure our tenants' security deposits are accounted for. Bob & John M are going to begin working on the PARIS reporting process.

Matt made a motion to accept the financial reports, Bob seconded and it was unanimously approved.

Feb 15th is the new deadline for Revitalize Lancaster to submit their additional information. Jim, Matt, John M, Bob and Dawn will meet soon after to review in preparation for their recommendations to the board.

Jim and John M reported nothing new regarding possible tenants.

Matt Murphy reported on building maintenance. The YMCA had water heater issues. One is already fixed, one is awaiting a delivery of a new tankless system. No other major issues this month. Starting next month, Matt M will provide monthly invoices for services rendered.

John C reported that the Chamber will be hosting an open house on Feb 7th.

Liz and Matt M will discuss electrical issues and whether the demolition contractor properly disconnected everything.

John C talked to Constellation Energy regarding an audit. Matt W offered to reach out to Blue Rock Energy as well and will pass along the info to John C.

At 8:55am, Matt made a motion to close, John M seconded and it was unanimously approved.

Respectfully submitted: Matthew J Walter