

**Minutes of Village of Lancaster Community Development Corporation**  
**Meeting Date August 7th, 2019**

**Attendees:** Jim Allein, Robert Lawrence, Tommy Sweeney, Deb Glowny, Joe Ligammar

**Absent:** Bob Dimmig, Bill Schroeder, Paul Rudz, Paul Maute, Lynne Ruda, Joseph Quinn

**Gallery:**

Jim A. opened the meeting at 4:00 PM

**Minutes:**

Tom S. made a motion to approve the minutes from the July 10, 2019 meeting. Seconded by Robert L. and unanimously approved.

Jim A. made a motion to approve the minutes of special meeting on July 22, 2019. Seconded by Robert L. and unanimously approved.

**Treasurer's Report:** Jim A. appoints Tom S. as the new treasurer of the CDC. Nothing to report at this meeting.

**Audits ('17-'18, '18-'19):** Jim A. stated that Drescher and Malecki will have both of the audits ready for our September meeting. Jim A. stated that the cost is going to be in the range of \$10,000 for both audits and mentioned the consideration of making a change.. The NYS Authority Budget Office has reached out to Jim A. for completed audits.

Jim A. stated that we need to work on a budget for '18-'19. Jim stated that he would sit down with Tommy S. to work on.

Jim A. mentioned speaking with Mike Stegmeier about taking over the handling of the books. Mike questioned the legality of how it is being done now and Mike offered to handle for \$100/month. Joe L. asked what was illegal about the way it is handled now. Jim stated that Mike S, mentioned that nobody on the board should be the treasurer and that Jim A. should not be signing checks. A brief discussion of the current procedure occurred. Mike S. also mentioned that, as a 501C-3, we should be able to fund raise.

Tom S. stated that some of that goes into the conversation regarding a Main Street Manager position. Tommy S. mentioned that he called Paul Leone today and is looking for grant possibilities from the IDA to fund a consultant to operate within our operation. Paul L. will get back to Tom S. after researching.

**Chamber Report:** Deb G. stated that the chamber has formed a committee and is interviewing candidates shortly for the chamber director role. This will likely be a part-time position. Deb stated that the "Wine Walk" is in full swing. Jim A. asked about overlap between the Wine Walk and the fireman's parade. The conflicting events were discussed among the group. Deb stated that the Wine Walk will be selling a maximum of 650 tickets.

Deb also mentioned a "Family Night" event held at Green Acres Ice Cream on Broadway on August 20, 2019.

**Discussion of Main Street Manager (MSM):** Tommy S. requested permission from the board to contact the "Lumber City Development Corporation" (LCDC) in North Tonawanda. The group discussed Lumber City and their stated mission, tasks, etc. Tom S. stated that it appeared that they were working with a budget of \$700k-\$800k based on review of their minutes. He discussed how comprehensive the role of the LCDC in the community and discussed how they promoted their measurable successes. Tom S. questioned whether NYS has an association of CDC's.

Joe L. discussed the past of our CDC and the history with Jeff Stribbing who essentially acted as a Main Street Manager.. Tom S. mentioned the role of "Buffalo Place" and the special use tax district. Tom S. mentioned that the village has a new director of events and they are cutting the number of events from 8 to 4. Dawn G. is resigning and Joe Quinn is taking over. Jim A. asked about the events that would remain. Tom stated that it was the car show, the Fourth of July celebration, Christmasville, and the Taste of Lancaster. Jim A. suggested that the CDC could step forward and show initiative in running the events. Joe L. asked about the role of Joe Q as to whether he was taking the position that Dawn G. held or if he was the head of the committee. Tom S. stated that it was just head of the committee. Tom S. mentioned that there was money available that was otherwise paying Dawn for her role as directory of events. Robert L. mentioned that we don't know the amount for that role. Robert mentioned that it would be beneficial to know that amount should the Village be willing to continue funding.

Joe L. brought up the idea that the Main Street Manager would essentially fill the role of the Events Coordinator. Joe also mentioned modeling the events after places like Hamburg, Williamsville and East Aurora. Rather than the carnival atmosphere, creating events that draw people that might be repeat shoppers in the Village of Lancaster. Joe L. mentioned a poll that the Village conducted regarding the Fourth of July event. Joe discussed the fact that the Fourth of July event needs to find a new home now that the property is in private hands. Joe mentioned getting the face of the CDC out into the community in a way that would likely build and facilitate donations that would allow for reinvestment into the community. Joe suggested the idea of partnering with the Village to fund the Main Street manager. Tom S. mentioned that this would be an opportunity for the Village government to take the responsibility of running events off of their plate. Robert L. mentioned that, along with Dawn G. moving on, the fact that Dawn Robinson has moved on could also have an impact on the Village given the effort that she put into obtaining grants.

Jim A. stated that he didn't feel it was the responsibility of the Village to run the events in the Village. The village should handle infrastructure and could utilize the CDC to handle programs. Jim A stated that the Village should govern, but not necessarily operate these events. A discussion regarding the events continued. Tom S. brought up the fact that none of the food vendors in the Village are open during the Thursday events. Deb G. asked about the food trucks during the "Taste of Lancaster" and asked if they needed a food truck permit. The trucks during the "Taste" will not require a permit. Joe L. mentioned that the Village brought in a net of just over \$15,000 for the Fourth of July event. Further discussion regarding events and funding occurred. Deb G. expressed some concern regarding the amount of "hands on" work that is involved with events.

Tom S. offered to write a proposal for a possible Main Street Manager position. He will gather and research information from the other communities mentioned earlier.

**Update on Konst Suit:** At 4:55pm the board entered executive session to discuss the Konst matter.

**Additional Business:**

At 5:08 PM Tom S. made a motion to adjourn. Seconded by Deb G. and unanimously approved.

Respectfully submitted,

Robert Lawrence