

**City of Tonawanda Local Development Corporation**  
**Meeting Minutes – Annual Meeting and Financial Statement**  
**December 8, 2021 @ 7pm**  
**Location: 60 Main St, Tonawanda, NY 14150**

**Call to order:** 7:12pm by Don

**Board Members in Attendance:** Don Benoit, Sam Muscato, Mary Ann Cancilla, Lindsay Dzielski, Mario Pena

**Absent:** Joseph Hokenkamp. Fred Foels

MOTION: Mario moved to approve minutes of November 17, 2021. Second by Sam. Motion carried.

MOTION: Mario moved to add Martin Grunzweig as a new board member. Second by Sam. Motion carried.

MOTION: Mary Ann moved to spend up to \$3,000 on Business Meet and Greet. Second by Sam. Motion carried.

MOTION: Mary Ann moved to adopt 2022 budget as presented. Second by Sam. Motion carried.

Discussion regarding what characteristics to look for in future board members. Skills should include, but not limited to: Leadership, people skills, technical, advertising, accounting, development, etc. Looking for individuals that are Business owners, attorney, city resident, entrepreneurs, developers, etc.

LDC Meet and Greet: Sam to reach out to Joey's Place about availability and price. Looking at a handful of dates: 2/28, 2/17 and 2/7. Mario to create survey for businesses – will present at next meeting. Goal is to get survey out to businesses prior to meet and greet and then distribute at event. Lindsay to create invitations and presentation. Presentation to focus on historical pictures and history on Main St. Contact the Historical Society for help with photographs/history. Estimated budget of \$3,000, possibly offer a door prize. Will give out information on the Erie County façade grant. Possibly help cover the \$750 application fee.

Recapped meeting with Jason Knight on Zoning. He has done extensive work on this subject and provided us with his recent documentation and memos to the city. Board will review and determine next steps. Goal is to complete zoning in 2022 but it will take partnership with Jason and a lot of follow up with the city to make sure it stays on track.

Discussion of LDC long term goals. Short term- Get out business survey and host Meet and Greet to engage more business participation. Also review and update Bylaws. 1 year goal is to complete zoning.

Governance (Audit/Finance) Committee established: Mary Ann, Don, Lindsay

Adjournment: Motioned by Sam at 8:56pm. Seconded by Don.

Next Meeting: Wednesday, January 12 @ 7pm at 130 Clinton St.

## Financial Report

City of Tonawanda Local Development  
Statement of Activities  
For the Eleven Months Ended  
November 30, 2021

### Support and revenues:

Government Grants	\$50,000
Contributions	<u>\$0</u>
Total Support and revenues	<u>\$50,000</u>

### Expenses:

Marketing	\$6,000
Insurance	\$1,248
Consulting	\$13,020
Fees	\$75
Signage	\$360
Website	\$123.28
Total Expenses	<u>\$20,826.28</u>

<b>Change in net assets</b>	29, 173.72
Net assets at beginning of year	<u>115,428.34</u>

<b>Net assets at end of year</b>	<u>\$144,602.06</u>
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