

Seneca Falls Development Corporation
Board of Directors' Meeting Minutes
December 19, 2011

In attendance: Karen Beals, Tony Petroccia, Diana Smith, Bob McKeveny, Emil Bove, Tim Snyder (partial attendance)

1. Call to Order – The meeting was called to order at 10:13 am at SF Village Hall.
2. Executive Director Position – Karen Beals and Bob McKeveny provided a verbal report about the meeting and discussion that took place with Mr. Robert Buccieri regarding the Separation of Duties agreement. It is expected that Mr. Buccieri will return the signed agreement this week. Karen will keep a copy of the returned agreement. Karen took possession of the three keys that were provided by Mr. Buccieri. She also contacted Jim Sinicriopi, Finger Lakes 1, about Mr. Buccieri's employment status as it related to web site postings and e-mail. The Corporation members discussed additional transition plans, including the office space, office condition, records, etc.
3. By-Law Amendment – Recommendation to revise SFDC By-Laws, as follows:
 - a. Eliminate Section 4.4 item i. (reference to Village Leaders representation)
 - b. Move Section 4.4. Item ii to Section 4.4. Item i.
 - c. Revise Section 4.4. Item iii from 3 community representatives to 5 community representatives. Also, move to Section 4.4. Item ii.
 - i. Moved by Emil Bove
 - ii. Second by Tony Petroccia
 - iii. Approved 6 – 0
 - d. Karen Beals will make the revision to Section 4 of SFDC By-Laws.
4. Information Items
 - a. Cayuga Community College – Interest to continue pursuit. Karen Beals to speak with Dr. Larson this week. Diana Smith to contact Bruce bonafiglia regarding contacts with CCC. Coordination efforts need to be made so SFDC can be lead agency. Follow-up discussion required.
 - b. Future Direction of SFDC – Discussion about funding, organizational structure, commitment, Board of Director positions, etc.
 - c. Next Meeting - Emil Bove to speak with Don Earle regarding January meeting of SFDC.
 - d. ABO - Process and submission to be completed by Senator Nozzolio's office. Diana Smith to follow up on this.
 - e. Audit Review - Karen Beals to develop 2012 budget to meet SFDC and ABO requirements. She will also make contacts to prepare for Audit Review, if required by ABO to do so.
5. Adjourn Meeting – Recommendation to adjourn the meeting at 11:20 am.
 - a. Moved by Emil Bove

Approved By: Wang, Yuesheng
Approved S = 0