

**Jefferson County Job Development Corporation  
Regular Monthly Board Meeting Minutes  
June 5, 2008**

The Jefferson County Job Development Corporation held its monthly Board of Directors meeting on Thursday, June 5, 2008 in the JCJDC board room, 800 Starbuck Avenue, Watertown, NY.

**Present:** Michelle Pfaff, Mary Dudo, Dennis Affinati, Thomas O'Connor, Julie Pecori, Timothy Read, Stephen Duflo, Thomas Carman, Lance Evans, Kent Burto, William Fulkerson, Joseph Colello, Urban Hirschey, Mary Corriveau, John Doldo, Jr.

**Others Present:** Don Alexander, Interim CEO; Lyle Eaton, Peggy Sampson, Mary Anne Hanley, James Heary, Channel 7 News, and Rachel Hanley of the Watertown Daily Times

**Excused:** David Converse, Graham Wise, Donald Rutherford, Paul Morgan, Robert Hagemann

**Absent:** Robert Juravich

- I. **Call to Order:** Mr. Affinati called the meeting to order at 9:20 a.m.
- II. **Pledge of Allegiance:** Mr. Affinati asked all to stand to recite the pledge of allegiance.
- III. **Minutes:** Minutes of the board meeting held May 1, 2008 were presented. Ms. Pfaff moved, and Ms. Corriveau seconded; and

IT WAS VOTED: To approve the minutes as presented for the May 1, 2008 meeting.

- IV. **Finance Committee** – Mr. O'Connor reviewed the financials for the period ending April 30, 2008. Mr. Hirschey moved, and Ms. Dudo seconded; and

IT WAS VOTED: To approve the April 30, 2008 Treasurer's Report as presented.

Mr. O'Connor indicated that a revised budget was included in the packets for review only. It was used to show what is happening regarding the change in employees and the CEO search.

- V. **JCIDA Report:** Mr. Alexander gave the following report of the JCIDA Board of Directors' Meeting.

- Budget Committee met to review preliminary budget - to be approved at July meeting
- Wind Farm Committee met to discuss going forward with letter to taxing jurisdictions and Uniform Tax Exempt Policy
- Approved a loan modification for BDJKR Properties, LLC to reduce their interest rate
- Approved a Subordination to Citizens Bank for Taste of Design for renovations to apartment
- Approved a \$27,000 Microenterprise Loan for Kelli J. Thesier d/b/a Carthage Family Chiropractic Care
- Provided update on Goals and Objectives
- Approved three Stream projects contingent upon legal opinion
- Approved using the County's portion of Community Development Fund to grant \$350,000 to Great Lakes Cheese
- Update provided on CFM project

- VI. **Committee Reports:**

**Search Committee-** Mr. Affinati indicated that as of yesterday there have been 29 responses to the CEO search. The deadline is June 16, 2008. Ms. Hanley has arranged for Steve Miller, County HR, to assist with review of the resumes. Mr. Affinati is hoping that Mr. Miller can report during the third week of June of his findings.

**Jefferson County Job Development Corporation**  
**Regular Monthly Board Meeting Minutes**  
**June 5, 2008**  
**Page 2**

**Manufacturing Committee** – Ms. Pecori reported that the legislative informational breakfast will be set for sometime in July. The Committee is continuing to work with John Pike. Mr. Alexander indicated that he recently met with Joe Trocino to discuss how to market the zone to businesses and to review the list of items that need to be completed in order to get the zone reactivated.

**Marketing Committee**- Mr. Affinati announced that Mr. Evans graciously accepted to be Chair of the Marketing Committee. Mr. Evans reported on the May 29 meeting. Projects such as the 2008 Employer Survey, E-Day, NYS EDC Marketing Awards Competition, and Drum Country Business (Gap Analysis) Committee were discussed. Mr. Evans pointed out the materials that won awards at the NYS EDC meeting in Cooperstown recently. New Business included discussion of the 2008-09 Goals and Objectives and Marketing Plan. Lastly, the Committee will be polled to see if the last Thursday of the month at 12 Noon is still a good time to meet.

**VII. Other Issues:**

**Banking Resolutions** – Mr. Alexander indicated that at the previous meeting the president of the board was not approved to be a signer on the bank accounts. It is felt that the President of the corporation should also be a signer. Ms. Dudo moved, and Mr. Rutherford seconded; and

IT WAS VOTED: To approve Mr. Affinati as a signer on all JCJDC banking accounts.

**Update on Goals and Objectives** – The update on the Goals and Objectives were included in the packets for review. There were no comments.

**VIII. President's Remarks:** Mr. Affinati reminded the Board that there will be no July board meeting held. He commented that the response is positive according to the Center for Community Studies at JCC of its findings of its ninth annual Jefferson County Survey of the Community.

**IX. Chief Executive Officer's Remarks:** Mr. Alexander indicated that he sits on the Advisory Board and will be attending the Center for Community Studies annual meeting today and invited all to attend. Mr. Alexander reminded those who have not completed the annual Conflict of Interest Declaration Page to do so as soon as possible. The declaration page will be sent to those who need to fill it out in the near future. Mr. Alexander commented on the staff as not being good, but great. He indicated that this is a very busy time with projects and everyday business. He asked that staff and board members to maintain confidentiality as it relates to project and/or committees until such time as they are disclosed at the public meetings. He asked for the continuation of presentations at the JDC board meetings. Mr. Affinati agreed that it is important and invited board members to make presentations if they would like.

**X. Adjournment:** With no further business before the board, a motion was made by Ms. Corriveau, seconded by Ms. Pecori. All in favor. The meeting adjourned at 9:54 a.m.