

**A regular meeting of the Victor Local Development Corporation (LDC) was held on Tuesday, November 17, 2009 at the Village Hall, 60 East Main Street.**

**MEMBERS PRESENT:**

President	John Holden
Vice President	Bryan Powers
Secretary/Treasurer	Steve Van Dyke
Director	Thomas Walker
Director	Jack Marren
Executive Director	Kathy Rayburn
Minutes Clerk	Suzanne Paquin

**MEMBER ABSENT:** Attorney Reid Holter

**OTHERS PRESENT:** Sue Stehling

Meeting was called to order by President John Holden at 8:20pm.

Salute to the flag.

**Resolution #38-09LDC**

**Acceptance of Minutes**

On a motion made by Jack Marren, seconded by Thomas Walker, the following resolution was ADOPTED 4 AYES 0 NAYS

**Resolved,** that the Local Development Corp (LDC) accepts the minutes from the meeting dated October 27, 2009.

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**Financial Report**

**Payment of Bills**

Steve Van Dyke read each of the invoices to be paid from Abstract #11. The unpaid invoices on vouchers #135-144 totaled \$2,350.05.

An additional invoice was added to Abstract #11 in the amount of \$75.00 payable to the Town of Victor for a building permit for a kiosk at Eastview Mall.

**Resolution #39-09LDC**

**Payment of Bills**

On a motion made by Thomas Walker, seconded by Jack Marren, the following resolution was ADOPTED 4 AYES 0 NAYS

**Resolved,** that the Local Development Corporation has reviewed and approved invoices for payment that appear on Abstract #11, using vouchers #135-145 in the amount of \$2,425.05.

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## **Public Comment**

Sue Stehling noted that the Santa train excursion will be on November 29, 2009. Santa and Mrs. Claus will be on board. Flyers & coupons from different businesses will be passed out to the passengers. Ms. Stehling noted that the Halloween excursion was very successful and had sold out. The Santa ride goes from Victor to Shortsville and back.

## **Executive Director Report**

**Wine & Food Fest** – Ms. Rayburn passed around a breakdown of the income/expenses from the Wine & Food Fest; the LDC surpassed the last two years. The total revenue was approximately \$5,884.75. The total number of tickets sold was 120, plus 14 sponsor tickets, for a total of 134 people attending. There were 33 auction items, which was an increase from last year. Sponsorship was also increased over last year.

Ms. Rayburn stated that she would like a resolution from the Board regarding payment to the Victor Farmington Food Cupboard for a portion of the proceeds. Ms. Rayburn stated that an amount of 10% had been agreed upon by the Board. 10% of the ticket and auction sales are \$456.40.

## **Resolution #40-09LDC**

### **Donation to the Victor Farmington Food Cupboard**

On a motion made by Jack Marren, seconded by Steve Van Dyke, the following resolution was ADOPTED 4 AYES 0 NAYS

**Resolved**, that the Victor Local Development Corporation authorizes payment of ten percent of the Victor Wine & Food Fest ticket & auction sales to the Victor Farmington Food Cupboard, in the form of a donation, for an amount of \$456.40.

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Ms. Rayburn noted that there were a lot of new faces at the event. She enjoyed working with Cathy Powers, Victor Farmington Food Cupboard, and would like to do it again.

Mr. Van Dyke suggested putting something in the paper noting how much the LDC had raised for the Food Cupboard.

Ms. Rayburn noted that she had just done a press release, to the Daily Messenger, the Victor Herald and the Democrat & Chronicle, regarding all the new businesses that have come into the Village recently.

**New York Main Street (NYMS) Grant Program** – Ms. Rayburn noted that she supplied the Board with an update on the New York Main Street (NYMS) Grant Program.

Listed are the current committed projects. The Grant balance is \$47,178.50. Ms. Rayburn stated that she will be meeting with Ed Flynn, Stu Brown Associates, on Friday to review the grant application and the number & type of projects that have been helped. The area that is lacking is residential. Ms. Rayburn would like to see the balance of the Grant used towards some residential types of projects. There were a few applicants that were residential, but for various reasons did not follow through with their application. Ms. Rayburn would like to have the remaining funds committed by April.

Mr. Holden asked if the residential portion of the Grant applied to a mixed use building. Ms. Rayburn stated that it did.

**Holiday Promotion** – Ms. Rayburn stated that she is working on the Holiday Promotion with the Victor Chamber of Commerce. The advertising insert is complete and will appear in the Daily Messenger on November 29<sup>th</sup>. There are 20 advertisers participating. The promotion is geared mainly towards retail businesses with a section for service businesses. There will be a “Shop, Sip & Sample” with businesses on Main Street on December 11<sup>th</sup>. Santa will be in the atrium at 10 East Main Street. Ms. Rayburn noted that the “sip” part of the promotion was to be wineries providing tastings at a few businesses. She has found out that not only does the winery have to have a permit, but so does the business where the tasting will be located.

*Bryan Powers entered the meeting at 8:35am.*

Ms. Rayburn noted some things that need to be resolved before the end of the year: Payroll & benefits need to be separated from the Town; the LDC Budget; LDC Goals & Objectives; and the lease for 5 West Main Street.

Ms. Rayburn stated that she has funds in her budget slated for grant writing. Stu Brown has written a contract so that Ms. Rayburn can encumber the funds for next year.

Ms. Rayburn noted that she worked on Veterans Day and would like to take the day before Thanksgiving off. The Board noted that this would be ok.

Mr. Marren asked what kind of feedback Ms. Rayburn received of the Wine & Food Fest. Ms. Rayburn stated that everyone loved it. That Ravenwood Golf Club was a better location and the room layout was much improved. The vendors and the auction items had a lot more visibility.

Ms. Rayburn noted that the LDC meeting dates for 2010 have been scheduled and she has a question on the December date. Would the Board like to have it on December 14<sup>th</sup> or 28<sup>th</sup>? The Board decided to have it on December 14, 2010.

**501 (c) 3** – Ms. Rayburn updated the Board on the change in status. The LDC currently has a 501 (c) 4 designation and had applied to be a 501 (c) 3. The State had responded with more questions and Ms. Rayburn replied with the answers. The State now believes that the LDC should be a 501 (c) 6. Ms. Rayburn will have Reid Holter, Attorney, look it over and see what the difference is between the designations.

Ms. Rayburn noted that Mr. Holden and Mr. Van Dyke are up for re-appointment in January.

### **President Report**

Mr. Holden stated that he would like to go into Executive Session to discuss a possible real estate transaction.

### **Executive Session**

On a motion made by Steve Van Dyke, seconded by Bryan Powers, the following resolution was ADOPTED 5 AYES 0 NAYS

**Resolved**, that the Local Development Corp will enter into executive session to discuss a possible real estate transaction; Kathy Rayburn, will remain. No business will be conducted after.

*Suzy Paquin exited the meeting at 8:55am.*

On motion of Bryan Powers, seconded by Steve Van Dyke, the following resolution was ADOPTED 5 AYES 0 NAYS

**Resolved**, that the Local Development Corp will exit out of executive session.

### **Adjournment**

Meeting was adjourned on motion at 9:35am.

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Suzanne Paquin, Minutes Clerk