



## **Board of Directors Meeting**

MINUTES OF THURSDAY, December 14, 2023

The Board of Directors of CAPE VINCENT LOCAL DEVELOPMENT CORPORATION met on Thursday, December 14, 2023, at 5:30 PM at Recreation Park, Cape Vincent, NY.

### **Attendance**

**A quorum was present.** Board Members present in person:  
Mary Farrell, Bill McDonough, Dan Wiley, Mandy Mason, Joseph DeJoia  
Board Member Virtual: Jim McQueeney, Carol Thomas, Jeanie Fitzgerald  
Board Member Absent: Pam Youngs

In accordance with the agenda, the following matters were considered by the Board.

### **Call to Order/Pledge of Allegiance/Roll Call**

The meeting was called to order at 5:31 pm.

### **Approval of Minutes**

Approval of minutes for November 1, 2023- Motion made by Mandy Mason, Seconded by Bill McDonough

### **Special Reports**

- Scott Burto, Planner, review the Project Plan for CVLDC Strategic Plan Development, which will include a phased in approach, beginning with a January working session, including invitations to the focus group business contacts, with a target draft date of April 2024.

### **Committee Reports: Finance**

Mary Farrell reviewed the board bills to be paid. Please refer to the Finance Files in the shared drive. Motion Made by Dan Whiley to pay all monthly bills outlined. Seconded by Bill McDonough.

### **Committee Reports – Governance**

- Governance- Nothing to Report



## Cape Vincent Local Development Corporation

121 S Market Street, Cape Vincent, NY 13618

### Committee Reports – Club Street

Club Street- no report

### Old Business

- Update on Town's Activities (Dan Wiley) Nothing new to Report
- Update on Village's Activities (Pam Youngs)-Absent no report.
- Update on Childcare Project (Mandy Mason)-Nothing to Report.
- French Festival Funding, the board requested that Scott begin the application with the Northern Community Foundation to solicit a 2024 Grant in the amount of 10K.
- Clayton Improvement Association- Mary Farrell reached out to the Clayton Improvement Association per the board requests and has extended an invitation to our January Board Meeting to provide a presentation.

### New Business

- Mandy Introduced the concept of having a liaison from CVDC Board to support the Chamber of Commerce. -Bill McDonough- Motion was made to appoint Mandy Mason as the Chamber of Commerce Liaison, Seconded by Jim McQueeney.

**Privilege of the Floor/Public Comment**-no public comments.

- **Executive Session was requested at 6:35pm- Motion Mandy Mason, Seconded Dan Wiley**
- **Executive Session ended at 5:51pm- Motion made by Mandy Mason, Seconded by Bill McDonough.**
- **Mary Farrell introduced the need for an amendment to the IMAgreement regarding the 5013C Non for Profit Status of the CVDLC.**
- **Mandy Mason made a motion to authorize Mary Farrel to proceed with the advertisement of the CVLDC Administrative Assistant Position. Second, Bill**
- **Bill McDonough made a motion to authorize the payment of the Administrative Assistant Advertisement in the TISun Paper. Seconded Mandy Mason.**

### Adjournment

- The board adjourned. The meeting ended at 6:20 PM. Motion made by Dan Wiley and Seconded by Bill McDonough.