

Village of Fairport  
Office of Community + Economic Development

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MINUTES  
Industrial Development Agency  
Board of Directors Meeting  
December 16, 2013

**Board Members present:**

Kevin Clark, Chairman  
Ken Rohr, Vice-Chairman  
Frederica Mazzola, Treasurer  
Donna Yawman  
Joe Kosiorek

**Staff present:**

Kal Wysokowski, Exec. Director

**Others present:**

Lucien Morin II, Counsel  
Jim Unckless, Audit Committee

**Excused:**

Monika Salvage, Exec. Assistant

**I. Call to Order**

The regular meeting of the Fairport IDA Board of Directors was called to order by Chairman Kevin Clark at 4:35 pm.

**II. Public Comment Period** – No comments.

**III. Approval of Minutes**

A motion to approve the minutes of the November meeting was made by Donna Yawman, seconded by Frederica Mazzola, unanimous.

**IV. Financial Reports**

- a. Resolution 2013-12 authorizing payment of bills was reviewed. Motion to authorize payment of bills was made by Ken Rohr, seconded by Donna Yawman, unanimous.
- b. Reconciliation Report was reviewed and accepted.
- c. 2013 Audit Update  
The Audit Committee met prior to the Board meeting and reviewed the audit with Tom Zuber from Raymond F. Wager, CPA. Jim Unckless presented the summary to the Board. A motion to accept the audit was made by Donna Yawman, seconded by Frederica Mazzola, unanimous.

**V. Old Business**

- a. Riedman Development  
A motion to approve an amendment to the contract extension for an additional 30 days, signed and dated November 20, 2013, was made by Donna Yawman, seconded by Ken Rohr, unanimous. Kal Wysokowski was authorized to execute the amendment dated December 16, 2013.
- b. Village Website  
It was brought to the Board's attention that the revised Village website does not contain a reference to OCED as a Village department or a link to OCED's website. Kevin Clark will follow up with the Village.

**VI. Adjourn**

A motion to adjourn at 5:00 pm was made by Ken Rohr, seconded by Donna Yawman, unanimous.

The next regular meeting is scheduled for **Tuesday**, January 21, 2014.