



Executive Committee Meeting  
Meeting Minutes 10/18/2013

**Members Present** Mike Manikowski (Secretary); Matt Horn (President, Treasurer), Frank Rooney, Tom Burr

**Non –Members Present:** Susan Noble,

**Members not attending:** Marc Smith

Meeting called to order at 9:15 am

- Minutes approved for August 16, 2013 meeting
  - Moved Manikowski                      Seconded Burr      Approved
- Budget presented,   ○ Still on target
  - Revenues still significantly higher than expenses
    - Water reimbursed
    - Part of phone and utilities reimbursed
    - Signed up for lower gas and electric costs
    - DEC waived the fee
    - Have received the first bill from CT Male
  - T2 is trying to pay on bill but still accruing costs
    - Has new contracts

**Open Issues**

- Sewers
  - DiFiore received project which has begun
  - First installment from GVRMA has been deposited
  - 2<sup>nd</sup> will arrive in Nov.
  - Need to do paperwork for city and county to get funding for their piece
    - Funding agreement to create audit trail
  - Water is first piece
- VCP
  - Survey completed
  - Map being drawn
  - SMP being created



- Fund raising needs to happen
  - CFA will be announced in December
  - If they win, we will get funded, if not ????
  - Hire a grant writer for EDA grant
    - Susan to reach out to Suzanne Vary for the name of the original grant writer and reach out to Jack Corrigan
- Ed Dir. Job description
  - What will the mission be for the future- need a strategic plan in order to determine what the park needs for staff
  - Should we look at a team effort
    - Part time ED, maintenance company, administrative , marketing
    - Job might not be attractive to many people
    - Which functions will continue in the future
  - How will the Park be developed
  - Full board to work on 3 year and 5 year vision at December Board meeting
  - Susan to send current mission statement to board to review
  - Next executive meeting Nov 22, discuss options
- Start Up NY
  - Marquis project need to be submitted
  - FLCC has not submitted, other community colleges are doing this
  - Cornell taking this seriously

### **New Business**

- 2014 budget
  - 2 options \$60,000 or \$80,000
  - Ex. Cmt recommends the larger budget be posted to PARIS

### **Director's Report**

- Sweet Spring looking at first part of 2014 to consider move to NY
- We are completely full at this moment
  - Will be losing Ergo pep at the end of November
  - Zedx is done at the end of October
  - New tenants, Quantum Loop, Grass-Systems Entomology, JEM, Blue Wolf Digital, Finger Lakes Wooden Board
  - Several options for empty offices
- ABM- will not be out very soon
- Lt. Gov. will be here on 10/24, expecting 150 folks
- Cheribundi is here until the end of 2014 and they are not looking necessarily to move at the end of that
  - Think of ways to keep them here beyond that time
  - Build and lease back
- Ag & Markets
  - Jim Bays is acting director
  - No indication when a new one will be appointed

**Next regularly scheduled meeting Executive meeting - November 22 2013 9:00 a.m.**

**Meeting adjourned: 10:00 a.m.**

**Respectfully Submitted**

**Michael Manikowski, Secretary.**