Chair Martin called the Regular Meeting of the IDA to order at 9:58 am. The following were present at Roll Call:

Andrea Dumas  
James Ellis  
Stephen Erman  
Rodrique Lauzon  
Justus Martin  
Jeremy Evans, CEO  
Maria Bourgeois, Executive Assistant  
Marcy Gotzmer, LDC Marketing & Business Development Director  
S. Russ Kinyon, LDC Director of Economic Development  
Frank DiFiore, Malone Telegram (Arrived at 10:04 am) (Left at 10:58 am)  
Andrea Goff, North Country Heart Healthy Network (Left at 10:58 am)  
Patrick Murphy, Saranac Lake Chamber of Commerce (Left at 10:34 am)  
Jackie Skiff, JCEO (Left at 10:58 am)  
Absent: Sherry Boyea  
David Yando

Mr. Martin welcomed everyone to the meeting and indicated that we had several guests who would be sharing later in the meeting.

Public Comment Period: None

Approval of Previous Meeting Minutes:  
- The IDA board approved the Regular meeting minutes of March 20, 2019 on a motion by Mr. Lauzon, seconded by Mr. Ellis. All in favor.

Bills and Communications: None

Committee Reports: Mr. Ellis asked that the Governance Committee be able to meet for 30 minutes before or after the May board meeting to discuss the CEO Evaluation form.

Treasurer’s Report: Jeremy reviewed the March 2019 financials with the board.  
- Motion to accept the March 2019 financial reports by Mr. Lauzon, seconded by Ms. Dumas. All in favor.

Old & Unfinished Business:  
JCEO (Anticipated Executive Session): See later in meeting.
Chicota Inc. Project Withdrawal: Jeremy explained that the Chicota Inc. LLC Project is no longer happening and so he asked Ms. Shelton for a formal withdrawal which we received via email on April 4, 2019. The IDA Board had previously approved a sales tax exemption for this project.

New Business:
Resolution #2019-03 Updating Fee Schedule: Jeremy explained that in speaking with Justin Miller of Harris Beach, it was suggested that we change our IDA Fee Schedule to include a $2,500 deposit when projects submit an application so that if for some reason, the project doesn’t happen, the deposit will be used to cover any fees incurred up to that point. It is standard with most IDAs.
- Motion to adopt Resolution #2019-03 Updating Fee Schedule as presented made by Mr. Lauzon, seconded by Ms. Dumas. All in favor.

Recessed IDA meeting at 10:09 am.
Reopened IDA meeting at 10:34 am.

Jeremy introduced Jackie Skiff and Andrea Goff and explained the we had a purchase proposal from JCEO related to property that we own at 43 Valco Drive in Malone. One of the questions that we have asked JCEO is related to the Community Kitchen onsite as well as a general overview of what’s happening at the facility. Jackie and Andrea are here to answer questions specific to the kitchen. Jackie then explained that Bruce Garcia, Justus Martin and Jeremy have been working closely with the best interests of the community that is in line with building something that can mirror the missions of both agencies and serve the whole community. JCEO is a not-for-profit agency and the people they serve by utilizing this building provide and opportunity to help the community with their food pantry and a healthy eating project that will be good for everyone in the long run. Andrea then added that the goal is to partner with other communities and organizations to build and provide access to healthy foods. These programs continue to grow and JCEO is interested in enhancing the community kitchen as well as increase food hubs. The North Country Heart Healthy Network is funded by the Department of Health. She also stated that the existing kitchen could be used for food prep, food preservation and catering. The kitchen is widely used now but could be utilized more. Prior trainings have included teaching food pantry recipients how to cook healthy meals. Andrea then presented letters of support for this program from the Franklin County Legislature, Citizen Advocates, Heart Healthy Network, Community Connections and Cooperative Extension. After fielding questions and more discussion, the Board thanked both ladies for coming to speak with them and they left at 10:58 am.

Motion to enter into Executive Session for the purpose of discussing the acquisition/release of property at 10:59 am made by Mr. Lauzon, seconded by Mr. Erman. All in favor.

Frank DiFiore left at 10:59 am.

Exited Executive Session at 11:16 am on a motion by Mr. Ellis, seconded by Mr. Lauzon. All in favor.

JCEO Purchase Offer: Motion to accept Resolution #2019-04 Approving sale of Valco Drive Property made by Mr. Ellis, seconded by Mr. Lauzon. All in favor.
Adjournment: After stating that the next regular Board meeting will be held on Wednesday, May 8, 2019 at 11 am in the ballroom at Hotel Saranac in Saranac Lake and with no other business to conduct, Mr. Martin adjourned the meeting at 11:26 pm on a motion by Mr. Ellis.

Signed: [Signature]
Board Chair (Vice-Chair)

[Signature]
Secretary (Assistant Secretary)

Date 5-8-18

5/8/19 Date