

**Cayuga County Industrial Development Agency Meeting
County Office Building, 5th Floor Conference Room, Auburn, NY
March 27, 2012 4:30 p.m.**

Vice -Chairman Carol Contiguglia called the CCIDA meeting to order at 4:30 pm.

The meeting was called to order with the following Roll Call:

Present: Paul Lattimore, Carol Contiguglia, Ray Lockwood, Herb Marshall

Excused: Gina Speno, Vijay Mital, John Latanyshyn

Others Present: Steve Lynch, Suzanne Gauthier, Rick Galbato, Karpinski, Stapleton, Galbato and Tehan, P.C., Mary Beth Leeson, Cuddy & Ward

Minutes: Minutes for the February 14th and March 14th 2012 meeting tabled until next month's meeting.

Treasurer's Report: Treasurer's report tabled until next month's meeting.

New Business:

- Review and approval of FY2011 CCIDA 2011 Financial Audit

Mary Beth Leeson, CPA, Cuddy & Ward, LLP presented the 2011 Financial Audit and reviewed the results with the board. Due to the current Treasurer being out of the office the last few weeks, a review of the PILOT invoices and distribution will need to be verified and recorded on the Schedule of Supplemental Information.

Ray Lockwood made a motion to approve the 2011 Financial Audit contingent upon completion of the property supplement schedule, 2nd by Herb Marshall. The resolution passed with the following roll call vote:

Herb Marshall	Yes
Paul Lattimore	Yes
Vijay Mital	Absent
John Latanyshyn	Absent
Gina Speno	Absent
Ray Lockwood	Yes
Carol Contiguglia	Yes

- Review and Completion of Fiduciary Duties Form

The board reviewed the Authorities Budget Office Guidance Policy of Fiduciary Duties of a Public Authority Board. All members present signed an Acknowledgment of Fiduciary Duties and Responsibilities document.

Unfinished Business

- Repair Plus Request for Sales Tax Extension

Steve explained that Repair Plus has requested an extension of their Sales Tax Exemption to allow for the completion of the new facility.

Herb Marshall made a motion to extend the Sales Tax Exemption for Repair Plus until August 2012, 2nd by Ray Lockwood. All in favor.

Herb Marshall motioned to adjourn the meeting at 6:01 p.m., 2nd by Paul Lattimore. All were in favor.

The next meeting is to be held on April 26, 2012 at the County Office Building, 5th Floor Conference Room at 3:30 p.m.

Respectfully submitted,
Suzanne Gauthier, Assistant Secretary

Motion to approve minutes, 1st Ray Lockwood, 2nd Herb Marshall. All in favor, passed. – April 26, 2012