



6122 South Park Avenue  
Hamburg, New York 14075  
716.648.4145  
[www.HamburgIDA.com](http://www.HamburgIDA.com)

**Hamburg Industrial Development Agency  
Board of Directors Meeting  
January 10, 2024, 7:30am  
Blasdell Village Hall**

**Present**

Bob Reynolds  
Tom Moses  
Andy Palmer  
Bob Hutchison  
Wence Valentin  
Cam Hall  
Jamel Perkins

**Excused**

Davis Podkulski  
Janet Plarr

**Guests**

Jennifer Strong, Neill & Strong  
Mary Doran, HIDA

**Executive Director**

Sean Doyle

---

**Pledge of Allegiance**

**-Roll Call**

**-Motion** to open the board meeting at 7:33am

**Moved:** Tom Moses

**Seconded:** Wence Valentin

**Ayes:** Moses, Hutchison, Reynolds, Hall, Perkins, Valentin, Palmer

**Nays:** none

**Carried**

**-Motion** to approve the December 2023 board meeting minutes

**Moved:** Cam Hall

**Seconded:** Jamel Perkins

**Ayes:** Moses, Hutchison, Reynolds, Hall, Perkins, Valentin, Palmer

**Carried**

Treasurer, Bob Reynolds, gave an update on the financials. December had income of \$4,075.00 and payroll expenses totaled \$22,424.47. Expenses over income totaled -\$20,699.03 the balance on the accounts \$934,331.62.

Bob Reynolds gave a brief update on the year end numbers for 2023. Payroll was budgeted for \$175,000 and \$171,000 was spent, expenses totaled \$222,000 (\$245,000 was budgeted) which included a 2023 Grant of \$25,000 to Pitch Hamburg. He stated the numbers were good all the way around except for projected income which was budgeted for \$300,000 and \$85,000 was received. The projected income was adjusted in the 2024 budget.

**-Motion** to approve the December 2023 Treasurer Report

**Moved:** Cam Hall

**Seconded:** Wence Valentin

**Ayes:** Moses, Hutchison, Reynolds, Valentin, Hall, Perkins

**Nays:** none

**Carried**

**Executive Director Update:**

-Doyle stated committee assignments will be appointed/reappointed at the February board meeting.  
-Doyle presented the board with a new format of his monthly director's report. He went over the new report with the board notable changes included:

- Dashboard style format
- Financial Performance chart for better tracking
- PILOT Revenue
- Fees due
- Sponsorships & Grants
- Community Engagement

Andy Palmer suggested putting the director's report on a banner in the website specifically the PILOT revenue, employment impact, sponsorships and grants.

Bob Reynolds would like to see the PILOT revenue from the past few years.

-HDC Annual meeting will be at Ilio's on January 30<sup>th</sup>, the board was sent invites.

-HNYLDC has the same new style director's report as the HIDA which Doyle reviewed with the Board as well.

Bob Reynolds requested the Director's Reports now be included with the Board meeting packet which is sent out prior to the board meeting.

**New Business:**

-2022 PARIS updates; as previously reported 5 companies fell short of their targeted employment goals. Doyle has been in contact with the companies to establish a path for their employment plan. Two companies have since met their target. Three companies remain short; Jameson, Upstate Steel and Zak Management. Doyle stated a letter will be going out to the companies giving them an opportunity to respond and they will be invited to a board meeting to personally address the board.

The board discussed varying courses of action at length; it was agreed no remedy is the same for each company but there has to be a few consistent parameters for the board to follow. Strong stated the HIDA has a Recapture Policy which outlines some parameters. The Governance Committee will review the Recapture Policy at their next meeting in February.

**Invest Buffalo Niagara**

-**Motion** to approve a \$5,000 2024 Sponsorship/membership in Invest Buffalo Niagara. Funds marked in 2024 Budget

**Moved:** Andy Palmer                      **Seconded:** Bob Reynolds

**Ayes:** Moses, Hutchison, Reynolds, Valentin, Hall, Perkins

**Nays:** none

***Carried***

-Annual sexual harassment training is required by law for all board members. Training thru current employer is acceptable please forward the HIDA proof of completion. Additionally, Mary will send out a training link to all board members to use if training is not offered/or available by employer.

**-Privilege of the Floor – no comments**

**-Motion** made by Andy Palmer to move into Executive Session for personnel matter at 8:19am.

**Moved:** Bob Reynolds                      **Seconded:** Bob Hutchison  
**Ayes:** Moses, Valentin, Hutchison, Reynolds, Hall, Perkins  
**Nays:** none  
*Carried*

**-Motion** to move out of Executive Session with no action taken at 8:28am.

**Moved:** Tom Moses                      **Seconded:** Jamel Perkins  
**Ayes:** Moses, Valentin, Hutchison, Reynolds, Hall, Perkins  
**Nays:** none  
*Carried*

**-Motion** to adjourn at 8:29am

**Moved:** Bob Reynolds                      **Seconded:** Jamel Perkins  
**Ayes:** Moses, Hutchison, Reynolds, Valentin, Hall, Perkins  
**Nays:** none  
*Carried*

Sincerely,



Sean Doyle, Executive Director

**Next meeting: February 14, 2024 7:30AM Blasdel Village Hall**