



BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
February 17th, 2023 – 1:00 PM
Brisbane Building Conference Room 521
403 Main St. Suite 602
Buffalo, New York 14203

Call to Order by Executive Director, Jocelyn Gordon

ATTENDANCE:

Board Members Present:	Scott Bylewski, Daniel Castle, Jeremy Toth, Delano Dowell, Catherine Amdur, Karen Utz, William Reece
Board Members <i>Excused</i> :	Cavette Chambers, O.J. McFoy, Brendan Mehaffy
Board Members <i>Absent</i> :	Deborah Skulski-Wakelam
BENLIC Counsel Present:	John Sidd (remotely)
BENLIC Staff:	Jocelyn Gordon, Benjamin Brown, Matthew Azzano

HAND OUTS:

Agenda; Minutes of January 2022 Board Meeting; January 2022 Treasurer's Reports

NEW BUSINESS:

1. Roll Call

2. Approval of January 2023 Minutes:

The minutes of the January 15th, 2023, Board of Directors Meeting were presented and reviewed.

A motion to approve was made by William Reece, seconded by Scott Bylewski, and unanimously carried as approved.

3. Treasurer's Reports:

Executive Director, Jocelyn Gordon, presented the January 2023 Treasurer's Reports. As of January 30th, 2023, the Corporation's bank balance was \$2,926,665.80.

A motion to approve was made by Karen Utz, seconded by Daniel Castle, and unanimously carried as approved.

4. Proposed Fringe Benefit – Personnel Report

The original BENLIC staff benefits were based on those of the 2014 Erie County Industrial Development Agency (ECIDA). BENLIC's benefits have not been significantly amended since. BENLIC is hereby requesting to update its staff health insurance and retirement plan, again mirroring the current benefits provided by the ECIDA.

For example, in the original 2014 benefits, contributions to retirement were matched by the employer up to 10%. In 2022, the ECIDA matched up to 12%. In 2014, staff were required to contribute 15% of the cost of their health insurance. In 2022, staff was only required to contribute 5%. BENLIC is requesting to mirror these changes.

BENLIC staff is also requesting the permission to explore the possibility of long-term disability, life insurance, and flexible spending accounts for staff, with none being approved at this time.

The Board members agreed that BENLIC must have competitive benefits in order to retain its talent. A motion to approve the proposed fringe benefits was made by Jeremy Toth, seconded by Scott Bylewski, and unanimously carried as approved.

5. Executive Director's Report:

Executive Director Jocelyn Gordon informed the Board that the Annual March meeting will be moved from the 16th to the 23rd of March.

Jocelyn also reported that BENLIC is applying for a grant through New York State's Home and Community Renewal (HCR) Agency which may provide extensive funding for BENLIC. The HCR Land Bank Grant Initiative will give BENLIC the ability to request up to two million

dollars twice over the next thirty-six months. These funds may be applied to acquisition, soft costs (such as asbestos asbestos testing and architectural plans), and stabilization work such as new roofs and windows. Any projects funded by this grant must be sold with an income restriction.

6. Executive Session:

The Board entered an executive session to discuss matters leading and/or related to the employment of a particular person.

A motion to enter executive session was made by Jeremy Toth, seconded by Karen Utz, and unanimously carried as approved.

A motion to exit executive session was made by William Reece, seconded by Karen Utz and unanimously carried as approved.

A motion to table the proposal from the personnel subcommittee was made by William Reece, seconded by Jeremy Toth, and unanimously carried as approved.

A motion to adjourn the meeting was made, and unanimously carried by acclamation.

NEXT MEETING: Board of Directors – March 23rd, 2023, 1:00 p.m.

Location: Brisbane Building Conference Room 521, 403 Main St. Suite 602, Buffalo, New York 14203

Recorded by: Matthew Azzano, BENLIC Staff

Submitted for Approval: Jocelyn Gordon, Executive Director

Adopted by BENLIC Board Members on March 23rd, 2023