

# WHEATFIELD LOCAL DEVELOPMENT CORPORATION

Approved Minutes

February 28, 2023 6:30pm

Wheatfield Community Center

---

Attendance listing: Bill Wagner, Larry Helwig, Rich Torcasio, Vic Montalbo, Roberta O'Toole, Don MacSwan, Dawn Gilliam

Absent/Excused:

Dawn Gilliam – Absent

Call to order time: 6:32pm

Introduction of 3 guests and potential new Board members by D. McSwan

Jennifer Ranaletti, Doug Kalota, Tom Kontak

Overview of WLDC and history provided to guests by B. Wagner

Jan 17, 2023 revised minutes – motion to approve D MacSwan, 2<sup>nd</sup> R Torcasio

Motion Carried unanimous

1. Treasurer Report (V. Montalbo)
  - \$96,510.70 in Bank
  - We expect to hear from Lumsden McCormick in the next couple of weeks regarding our annual Audit. All paperwork is ready to go
2. New Website Update (R Torcasio)
  - New site is built but awaiting a couple images
  - B Wagner needs access to the site so we can upload annual report requirements from the ABO
3. Financial Disclosure Document (B. O'Toole)
  - Bobbi presented & discussed the document
  - Board agreed we should each fill it out, seal it in an envelope and give to Kathy Harrington McDonnell (Town Clerk) for safe keeping.
  - B Wagner to contact Kathy to make her aware of this process and to have her create a file in the Clerks Office for us
  - This will be an annual exercise for the Board

#### 4. Getting the LDC back in order

(B. Wagner)

- B Wagner needs access to website to create URLs for ABO reports
  - i. Need to work with R Torcasio (see above)
- Discussion around who are the next Board Member candidates
  - i. All 3 guests will take the time to review the information presented today and let B Wagner know if they are interested
- Election of new officers to take place in April (set Annual Meeting Date)
- We left the exact date open based on Chuck Bell's schedule, but plan on meeting in early April. B Wagner to update after conversation with Chuck
- Once new Board/Officers are in place, we need to:
  - i. Establish Lending guidelines and criteria
  - ii. Create committees to re-engage with the business community
  - iii. Decide how to market the WLDC
- Once we add new Board members, we can decide on the committee make up

#### Other Notes:

B Wagner to contact Chuck Bell to re-engage with H Sichertman

D MacSwan to contact NCIDA to see what projects are potentially in the works

OLD BUSINESS:

NEW BUSINESS:

#### Adjournment

Motion: R Torcasio

2<sup>nd</sup> L Helwig

Time: 7:23pm