

**Minutes of Village of Lancaster Community Development Corporation
Meeting Date January 6th, 2021**

CDC Board: Jim Allien, Robert Lawrence, Tom Sweeney, Deb Glowny, Michelle Czech

Absent: Joe Ligammare, Bill Schroeder, Paul Rudz, Paul Maute, Joseph Quinn

Attendees: Brittany Leighbody, Stephanie Chryst

Minutes: Robert L. made a motion to approve the minutes from the November 4th, 2020 meeting. Seconded by Deb G. and unanimously approved.

Robert L. made a motion to approve the minutes from the November 9th, 2020 special meeting. Seconded by Tom S. and unanimously approved.

Treasurer's Report: Tom S. provided the treasurer's report and included the account balances statement along with the CDC Budget. No changes to the DVMC or Beautification account balances.

From 11/1 - 12/1. Transactions were limited to Interest income. Our expenses were limited and primarily the Main Street Manager fees. Tom mentioned the movement of money into the Wells Fargo ETF account.

From 12/1 - 1/1. Tom S. stated that we moved our money market balances into our operating funds.

Income \$3,357.93 for the year.

Expenses \$12,729.34 for the year

Down \$9,371.41 year over year.

Motion to approve the treasurer's report made by Robert L., seconded by Deb G. and unanimously approved.

Main Street Manager Report

Brittany L. provided the MSM report and discussed the efforts that she handled with the local merchants. Events included a basket giveaway that include more than \$1,000 in prizes. Brittany noted a thank you to Josies for coordinating the basket pickup.

Brittany stated that there were more than 10,000 interactions on Facebook and increased over 300 page likes on Facebook.

Brittany L., Tom S. and Jim A. have been meeting on Fridays to discuss ideas for income due to the lack of events. Brittany created a sponsorship program that includes web and social media sponsorship.

An Easter egg hunt was discussed as a fundraising opportunity. The eggs would be "hidden" within the businesses. She is working with Niagara chocolate to donate 250 chocolate bunnies.

B.S. stated that she could not see that happening at this time.

Michelle C. suggested contacting Dark Forest to be sure we offer them an opportunity to be involved. Deb G asked which businesses she was asking for sponsorships and about the levels of sponsorship.

Tom S. made note that the basket raffle reached 3,500 tickets filled out. Additional ideas were discussed regarding the basket fundraiser.

Tom S. asked that Brittany L. put together a current 2021 "event" & fundraiser schedule.

Tom S. discussed a funding application through the Lancaster IDA and how this could reduce the fundraising needs.

Jim A. made note that he continues to hear about what a great job that Brittany L. is doing in her role.

Chamber Report

Deb G. provided an update regarding the chamber and the changes in the board along with the new executive board chair, Tom Sweeney.

Deb stated that they had a meat raffle in November that raised approximately \$3,000 for the chamber.

Deb mentioned what a great job done by Brittany and others with the "shop local" effort.

Village Report

Jim A. made note of the mid March elections that include a Mayoral race between Bill Schroeder and Lynn Ruda.

Audit Report

Tom S. stated that the audit is complete and that the PARIS reporting with the state is completely caught up.

Jim A., Tom S., and Brittany met with Paule Leone (consultant to the Lancaster IDA) regarding requesting funding from the IDA. The ask was or \$25k and Paul suggested a higher number (\$40k). Jim reviewed details of the meeting with the group and the approach going forward.

Historic Tours App

Brittany L. discussed the app and detailed some of the efforts that have already been completed including work with the Lancaster HS Academy of Finance. Brittany discussed some of the features the app would provide. The cost for the app tour would be \$1,000 with an ongoing \$50 monthly fee.

Tom S. - Suggested that Brittany create a Schedule for 2021. A big difficulty is the ability to do events with the restrictions due to Covid. The board discussed ideas of what can be done in 2021 that are not necessarily events.

At 5:00 PM, Jim A. called the meeting adjourned.

Respectfully submitted,

Robert Lawrence