

**COUNTY OF CATTARAUGUS
INDUSTRIAL DEVELOPMENT AGENCY**

BOARD MEETING MINUTES-SPECIAL MEETING

April 1, 2022
CCIDA Offices
9 East Washington Street
Ellicottville NY 14731
11:00 a.m. In Person or via Teleconference Call/Zoom

Roll Call: -Taken-

Members

Present:

Mr. Thomas Buffamante – Chairman
Mr. Joseph Higgins
Mr. Joseph Snyder
Mr. Brent Driscoll
Mr. Michael Wimer
Ms. Ginger Schroder
Mr. John Stahley

Excused:

CCIDA Staff/Counsel:

Mr. Corey R. Wiktor, Executive Director CCIDA
Mr. Robert Murray, Harris Beach PLLC Legal Counsel

Chairman, Thomas Buffamante called the meeting to order at 11:03 a.m.

A roll call of the Board of Directors of the CCIDA was taken Mr. Buffamante, Mr. Higgins, Mr. Snyder, Mr. Wimer, Ms. Schroder, Mr. Stahley, and Mr. Driscoll were present.

***Executive Session:**

A Motion was made by Ginger Schroder seconded by Brent Driscoll to go into Executive Session to discuss a matter of Personnel. A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Ms. Schroder, Mr. Wimer, Mr.

Higgins, Mr. Snyder, and Mr. Stahley voted yes. **Motion Carried.**

A Motion was made by Brent Driscoll seconded by Joseph Higgins to return from Executive Session. **A Roll Call** vote was taken, Mr. Buffamante, Mr. Driscoll, Ms. Schroder, Mr. Wimer, Mr. Higgins, Mr. Snyder, and Mr. Stahley voted yes. **Motion Carried.**

A Motion was made by Brent Driscoll, seconded by Ginger Schroder to approve the Employee Compensation Program as presented with the percentages for Performance Evaluation Ratings being set at 5%, 10% and 15% respectively. The first plan year will be based on the period March 1, 2022 – December 31, 2022. **A Roll Call** vote was taken, Mr. Buffamante, Mr. Driscoll, Ms. Schroder, Mr. Wimer, Mr. Higgins, Mr. Snyder, and Mr. Stahley voted yes. **Motion Carried.**

A Motion was made by Brent Driscoll, seconded by John Stahley to establish the Executive Director's list of goals for 2022 as presented to the Board with changes to item #1 as suggested by Ginger Schroder. **A Roll Call** vote was taken, Mr. Buffamante, Mr. Driscoll, Ms. Schroder, Mr. Wimer, Mr. Higgins, Mr. Snyder, and Mr. Stahley voted yes. **Motion Carried.**

A Motion was made by Joseph Higgins, seconded by Ginger Schroder to increase the Executive Director's pay to \$120,000 per year. **A Roll Call** vote was taken, Mr. Buffamante, Mr. Driscoll, Ms. Schroder, Mr. Wimer, Mr. Higgins, Mr. Snyder, and Mr. Stahley voted yes. **Motion Carried.**

A Motion was made by Thomas Buffamante, seconded by Brent Driscoll to have Corey Wiktor research a base pay increase for the Executive Assistant to be approved by the Chairman, Thomas Buffamante. **A Roll Call** vote was taken, Mr. Buffamante, Mr. Driscoll, Ms. Schroder, Mr. Wimer, Mr. Higgins, Mr. Snyder, and Mr. Stahley voted yes. **Motion Carried.**

Mr. Buffamante asked to have a listing provided of 3/5 job tasks or goals that the Executive Assistant will perform in 2022.

Adjournment:

A Motion was made by Brent Driscoll seconded by James Snyder to adjourn the meeting at 12:10 p.m. All in Favor – **Motion Carried**

*** Next CCIDA Board of Directors Meeting: Tuesday, April 26, 2022 at 11:15 a.m. in the CCIDA Offices, 9 E. Washington Street, Ellicottville, NY, and also via Zoom.**