



Auburn Industrial
Development Authority

MESSAGE FROM THE BOARD CHAIR

Greetings AIDA Board Members,

I look forward to our meeting scheduled for April 17th 5-6:30pm at 2 State Street Auburn, NY. As discussed, we will use meetings to engage in discussion, actions and sharing of ideas to ensure AIDA remains an effective economic development organization for the City of Auburn. Attached you will find the agenda and related handouts for the meeting. Here are highlights of what will be covered on April 17th.

Responses from Responsible Officials & AIDA Internal Financial Corrective Action Plan

AIDA Board Treasurer Tess Crawford and I will review the Responses from Responsible Officials memo submitted to Dannible and McKee for inclusion in the final audit report and related AIDA Internal Corrective Action plan during the meeting. Please review the documents sent with the agenda in preparation for this review and discussion.

Organizing the AIDA Board to Act on Our Mission and Strategic Priorities

We spent February and March familiarizing ourselves with the work of AIDA. This month we will focus on organizing the Board of Directors to do this work. During the meeting I will share a high-level overview of the AIDA Bylaws. Discuss committees and invite your engagement in serving in open positions and on committees. Additionally, our by-laws allow for the creation of special committees in support of AIDA's mission. I am interested in proposing the creation of the *AIDA Marketing, Branding, and Positioning Committee* in support of the strategic priority focused on marketing the benefits of doing business in Auburn. This is a preliminary idea I will offer for consideration by the Board of Directors

Unfinished Business

AIDA Board member Karen Walters regularly attended AIDA meetings prior to joining the Board of Directors. During this time, she kept a running list of items the Board discussed but to date does not seem to have acted on. I asked Karen to organize these items into a "To Do List" for our consideration and follow-up. This is a discussion item only. Together we will prioritize the lists and discern how best to address identified items in the future.

Auburn Industrial Authority's Mission Statement

"To advance the job opportunities, general prosperity, sustainability and economic welfare of the people of Auburn, NY."

Industrial Authority Strategic Priorities

- Market the benefits of doing business in Auburn and the incentives available through AIDA to eligible projects that will generate jobs and revenue for the community.
- Assist at least two (2) projects per year with AIDA benefits and/or guidance on other benefits available in the community.
- Market parcels owned by AIDA
- Diversify deal flow

Auburn Industrial Development Authority Agenda

2 State Street Wednesday April 17, 2024 5:00 pm – 6:30 pm

The public can view the meeting livestreamed online at

https://www.youtube.com/channel/UComWGbZGdalil_KTC2_law

Item	Time	Presenter	Outcomes
Welcome/Roll Call	5:00 – 5:05	Gwen Webber-McLeod, Board Chair	Attendance/Greet members/Establish Quorum
Minutes for Review and Approval	5:05 – 5:10	Gwen Webber-McLeod Board Chair	Vote on items as a package
Bills Treasurers Report Review Responses from Responsible Officials & AIDA Financial Corrective Action Plans	5:10 – 5:30	Katie Moran, AIDA Bookkeeper Tessa Crawford, Board Treasurer	Vote on bills & Accept Treasurers Report Vote to accept AIDA Financial Corrective Action Plan
Board Education Organizing the AIDA Board of Directors & Committees	5:30 - 6:00	Gwen Webber-McLeod, Board Chair	Review of AIDA Bylaws, AIDA Standing Committees Discuss proposed Marketing Branding and Positioning Committee
Unfinished Business: AIDA “To Do List”	6:15- 6:25	Karen Walter	For our information only at this time.
Board Updates Adjournment	6:25- 6:30pm	Board of Directors	Opportunity for Board to share information and Ideas relevant to the work of AIDA Vote to adjourn meeting