

**Jefferson County Civic Facility Development Corporation  
Board Meeting Minutes  
October 7, 2021**

The Jefferson County Civic Facility Development Corporation held their board meeting on Thursday, October 7, 2021 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** David Converse, Chair, W. Edward Walldroff, Paul Warneck, Lisa LøHuillier, Robert E. Aliasso, Jr.  
Zoom: William Johnson

**Excused:** John Jennings

**Absent:** None

**Also Present:** David Zembiec, Lyle Eaton, Peggy Sampson, Craig Fox from the Watertown Daily Times  
Zoom: Marshall Weir

- I. Call to Order:** Mr. Converse called the meeting to order at 9:51 a.m.
- II. Minutes:** Minutes of the regular meeting held September 9, 2021 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Ms. LøHuillier. All in favor. Carried.
- III. Treasurer's Report:** Mr. Aliasso reviewed the financials for the income statement and balance sheet for the period ending September 30, 2021. A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Walldroff. All in favor. Carried.
- IV. Committee Reports:**
  - a. Nominating Committee** – Ms. LøHuillier said the nominating committee is proposing the following slate of officers: Chairman ó Robert Aliasso, Vice Chairman ó John Jennings, Treasurer ó Paul Warneck, and Secretary ó W. Edward Walldroff.  
  
A motion was made by Ms. LøHuillier to approve the proposed slate of officers, seconded by Mr. Johnson. All in favor. Carried.  
  
**Authorized Signer** – A motion was made by Ms. LøHuillier to approve keeping Mr. Converse as an authorized signer for the Corporation, seconded by Mr. Johnson. All in favor. Carried.
- V. Unfinished Business:** Mr. Zembiec reported that the Samaritan Senior Village reissuance bond closed on October 1<sup>st</sup> and that we received our fee.
- VI. New Business:** None.
- VII. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Aliasso, seconded by Mr. Warneck. All in favor. The meeting adjourned at 9:54 a.m.

Respectfully submitted,  
*Peggy Sampson*