

Steuben Area Economic Development Corporation
7234 Route 54N, P.O. Box 393, Bath, NY 14810
Meeting Minutes
May 9, 2024

- I. **Call to Order** – The Regular Meeting of the Steuben Area Economic Development Corporation was called to order at 12:00pm by Chairman Strobel, who confirmed that there was a quorum present.

Present:	Dean Strobel	Chairman
	Mike Davidson	Secretary
	Tony Russo	Treasurer
	Mark Alger	Member
	Michelle Caulfield	Member
	James Johnson	Executive Director
	Jill Staats	Deputy Director
	Steve Maier	IDA Counsel
Absent:	Kelly Fitzpatrick	Vice Chair
	Sarah Creath	Member
Guests:	None	

- II. **Secretary’s Report** – A motion to approve the March 28, 2024 meeting minutes as presented in the board materials was made by Alger and seconded Russo. All voted in favor and the motion passed.
- III. **Treasurer’s Report** –Johnson reported there were few changes to the financial position through the end of March. Alger motioned to accept the report as presented and Caulfield seconded. All voted in favor and the motion passed.
- IV. **New Business:**
- a) **IRS Form 990** – Johnson asked the Board to approve Form 990 so it could be sent to the IRS. Davidson motioned to approve the form, and Alger seconded the motion. All voted in favor and the motion passed.
- V. **Adjournment** – With no further business to discuss, a motion was made by Alger to adjourn the meeting at 12:02pm, seconded by Caulfield. All voted in favor and the motion passed.

Respectfully submitted,
Mike Davidson
Secretary