

**Tompkins County Development Corporation
Board of Directors Meeting Final Minutes
August 9, 2023 – 2:00 PM
TC Legislative Chambers
121 E. Court Street
Ithaca NY 14850**

Present: Jeff Gorsky, John Guttridge, Deborah Dawson, Anne Koreman, Ducson Nguyen

Staff: Heather McDaniel, Ina Arthur (IAED), Stephen Maier, Russ Gaenzle (remote) (Harris Beach), Tom Knipe (City of Ithaca)

Excused: Rich John, Todd Bruer

CALL TO ORDER

Jeff Gorsky called meeting to order at 2:04 pm.

PRIVILEGE OF THE FLOOR – None

ADDITIONS TO THE AGENDA – None

BUSINESS

Shared Commercial Kitchen – Project Review

The Shared Kitchen Business Plan Analysis from the MRB Group was received by IAED on August 7, 2023 and emailed to the board that same day. Hard copies are available. Tom Knipe submitted a response to the findings of the MRB Group to the board via email just prior to this meeting. Board members discussed the report findings.

John Guttridge made a motion to accept the Shared Kitchen Business Plan Analysis by MRB Group as satisfactory and to add a fourth contingency to the motion from the June 14, 2023 board meeting as follows: 4) Have professionally prepared five-year pro formal financials submitted for review. Anne Koreman seconded the motion. The motion was approved 5-0.

CHAIRS REPORT – none

STAFF REPORT - The 2Q 2023 Financial Report was provided as informational.

MINUTES

Anne Koreman made a motion to approve the minutes from the June 14, 2023 board meeting. John Guttridge seconded the motion. The motion was approved 5-0.

The meeting adjourned at 3:00 pm.

Minutes approved at October 11, 2023 board meeting.