

**The Orleans County Local Development Corporation
Board of Directors Meeting**

June 3, 2021

**121 N Main St., 2nd Floor, Albion, New York
Board Room
8:30 a.m.**

(Live video stream available on YouTube via the OEDA website)

Directors Present:

Paul Hendel, Chairman
Jeffrey Martin, Vice Chairman
Fred Miller, Director
Kathy Blackburn, Secretary
Laura Olinger, Treasurer
Bill Eick, Director
Skip Draper, Director

Directors Absent:

Also Present:

Michael Dobell, CEO/CFO
Diane Blanchard, OEDA Admin/MAP Manager
Kevin Zanner, Hurwitz & Fine, P.C., Legal Counsel

Pursuant to Executive Order 202.1 suspending certain provisions of the Open Meetings Law, this meeting was held via video conference call with a live video stream made available at the OEDA website to facilitate public access. The meeting was recorded, and a transcript of the meeting will be posted at the website at a later time. A roll call vote was conducted for each item for which a Board vote was taken to assure that Board member votes were correctly recorded.

The meeting was called to order by Chairman Paul Hendel at 8:31 a.m.

I. Roll Call

Diane Blanchard called the roll of Board Members. Six Board Members were present, constituting a quorum of the Board. Fred Miller joined the meeting during the presentation of the Operations Report.

II. Approval of Previous Board Meeting Minutes April 1, 2021

The April 1, 2021 Board meeting minutes were reviewed by the Board. A motion was made to accept the meeting minutes as presented by Kathy Blackburn, seconded by Bill Eick. Motion unanimously carried.

III. Financials: LDC Account Balance & Financial Statements

Michael Dobell and Diane Blanchard reported on the OCLDC financials. The HUD unrestricted account balance as of 04/30/231 is \$2508.20, and the money market account has a balance of \$48,202.23. Michael also reviewed the OCLDC Balance Sheet and Profit & Loss reports.

Motion to accept the financial report made by Jeff Martin, seconded by Skip Draper. Motion unanimously carried.

IV. Legal---None.

V. Executive Session—None.

VI. Loans/Grants

Loan Aging Report---Diane reviewed the loan aging report with the Board.

2021 Microenterprise Grant ----Update

Diane updated the Board on the 2021 OCR Microenterprise grant. Diane reported that most of the paperwork has been signed, but she is still waiting for OCR to sign the CDBG Block Grant Agreement. The Environmental reports have been submitted. Diane is working with three businesses who have applied for grant funding--The Lockstone, Eventageous Media and Maison Albion. Mike Zimmerman from H. Sicherman & Co. is in the process of preparing write-ups for each of the grants. Diane reported she should be able to start working with the small businesses who have applied for grant funding after July 4th.

VII. Operations Report

Diane reported that the MAP class started on April 6th and runs through June 15th. 12 participants will be graduating. The graduation will be held at The Lockstone.

Total funds in the RLF Account as of 04/10/21:

\$2508.20---HUD Unrestricted Fund
\$48,202.23---Unrestricted Money Market Account

VIII. Projects—None

IX. Old Business---None

X. New Business

Michael and Kevin presented a proposed resolution to authorize the establishment of a Microenterprise Grant Program, the execution of a grant agreement with the County of Orleans, the amendment of a services agreement with COIDA and the approval of a request for proposals process for MAP program technical assistance, as follows:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORLEANS COUNTY LOCAL DEVELOPMENT CORPORATION AUTHORIZING THE ESTABLISHMENT OF A GRANT PROGRAM FOR MICROENTERPRISES, THE EXECUTION OF A GRANT AGREEMENT WITH THE COUNTY OF ORLEANS AND OTHER DOCUMENTS AND ACTIONS NECESSARY OR APPROPRIATE TO ESTABLISH AND ADMINISTER THE GRANT PROGRAM.

The Resolution was moved for adoption by Jeff Martin, seconded by Kathy Blackburn and unanimously carried (7-0-0). Resolution attached.

Roll Call Vote:

Paul Hendel	Aye
Bill Eick	Aye
Skip Draper	Aye
Kathy Blackburn	Aye
Jeff Martin	Aye
Fred Miller	Aye
Laura Olinger	Aye

7 Ayes
0 Nays

Michael, Kevin and Diane presented a proposed resolution to delegating certain authority to the Finance/Loan Committee for the Microenterprise Grant Program and to establish a grant anticipation note program, as follows:

RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORLEANS COUNTY LOCAL DEVELOPMENT CORPORATION (LDC) DELEGATING CERTAIN AUTHORITY TO THE FINANCE/LOAN COMMITTEE AND APPROVING A GRANT ANTICIPATION NOTE PROGRAM.

The Resolution was moved for adoption by Bill Eick, seconded by Skip Draper and unanimously carried (7-0-0). Resolution attached.

Roll Call Vote:

Paul Hendel	Aye
Bill Eick	Aye
Skip Draper	Aye
Kathy Blackburn	Aye
Jeff Martin	Aye
Fred Miller	Aye
Laura Olinger	Aye

7	Ayes
0	Nays

XI. Motion to Adjourn.

Motion to adjourn subject to Chairman's recall made by Kathy Blackburn, seconded by Jeff Martin. Motion unanimously carried.

Next meeting scheduled for August 5, 2021.

Respectfully Submitted,

Diane Blanchard