

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

April 1, 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

Directors Absent:

Skip Draper, Director

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 8:32 a.m.

I. Roll Call

Diane Blanchard called the roll of Board Members. Six Board Members were present, constituting a quorum of the Board.

II. Approval of Previous Board Meeting Minutes February 4, 2021

The February 4, 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 Jeff Martin. 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 02/28/21 is \$4302.27, and the money market account has a balance of \$48,010.68. Michael also reviewed the OCLDC Balance Sheet and Profit & Loss reports.

Motion to accept the financial report made by Jeff Martin, seconded by Fred Miller. Motion unanimously carried.

IV. Legal---Kevin Zanner reported on the extension of the Governor’s Executive Order which authorizes public meetings to be conducted virtually.

V. Executive Session—None

VI. Loans/Grants

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

2021 Microenterprise Grant Application—Update

Diane discussed with the Board the 2021 OCR Microenterprise grant application. The grant is for an amount up to \$300,000 and includes funding for program delivery and administration. The County will be the sponsoring municipality. With the help of Diane Church and H. Sicherman & Company, the application was submitted in March. Grant awards are expected to be announced by the end of April.

Leadership Orleans –Discussion on Scholarship

Diane reported on the \$1000.00 scholarship for a Microenterprise graduate in the Leadership Orleans Program. Leadership Orleans is a year-long leadership development program for Orleans County that focuses on building leadership skills while exposing participants to the necessary knowledge, experiences and people that make the community work. Rebecca Alexander, who owns Duby’s Wood Fired a pizza truck business, applied for the scholarship. The program starts on April 15th. Diane noted that the scholarship would cover a portion of the \$1900.00 cost of the program.

VII. Operations Report

Diane reported that the next Microenterprise Assistance Program (MAP) class starts on April 6th and runs through June 15th. Fourteen participants will be participating in the class. The class is full.

Total funds in the RLF Account as of 02/28/21:

\$4302.27---HUD Unrestricted Fund
\$48,010.68---Unrestricted Money Market Account

VIII. Projects—None

IX. Old Business---None

X. New Business

Consideration for Approval of Restructuring Committee Members for Finance/Loan Committee---Kristi Schwebke from OCR suggested that the LDC's 2021 OCR Microenterprise grant application would be strengthened by the addition of an attorney or banking professional to the LDC's Finance/Loan Committee. Jeff Martin agreed to serve on the committee.

Motion to appoint Jeff Martin to the Finance/Loan Committee made by Kathy Blackburn, seconded by Laura Olinger. Jeff Martin abstained. Motion carried (5-0-1).

Consideration for Approval of the 2020 Investment Report---Michael presented the 2020 Investment Report.

Motion made to approve the 2020 Investment Report made by Jeff Martin, seconded by Laura Olinger. Motion unanimously carried.

XI. Motion to Adjourn

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

Next meeting scheduled for June 3, 2021.

Respectfully Submitted,

Diane Blanchard