

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

October 1, 2020

**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)

Members Present:

Paul Hendel, Chairman
Jeffrey Martin
Fred Miller
Skip Draper
Mike Bonnewell
Tom Kuryla
Kathy Blackburn
Laura Olinger

Members Absent:

Bill Eick
Ed Urbanik, Treasurer

Also Present:

Jim Whipple, CEO/CFO OEDA
Diane Blanchard, OEDA Admin/MAP Manager
Nick Pusateri, Hurwitz & Fine, P.C., Legal Counsel

Pursuant to Executive Order 220.1 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 8:30 a.m.

I. Roll Call

Diane Blanchard called the roll of Board Members. Seven Board Members were present, constituting a quorum of the Board. Jeff Martin joined the meeting just prior to the New Business portion of the meeting agenda.

II. Approval of Previous Board Meeting Minutes August 6, 2020

The August 6, 2020 Board meeting minutes were reviewed by the Board. A motion was made to accept the meeting minutes as presented, by Kathy Blackburn, seconded by Fred Miller. Motion unanimously carried.

Financials

III. LDC Account Balance & Financial Statements

Jim Whipple and Diane Blanchard reported on the OCLDC financials. The HUD unrestricted account has a balance of \$9,224.18, and the money market account has a balance of \$72,666.89. Jim also reviewed the OCLDC Balance Sheet and Profit & Loss reports.

Motion to accept the financial report made by Skip Draper, seconded by Kathy Blackburn. Motion unanimously carried.

IV. Legal---Nick Pusateri reported that the New York State Executive Order permitting local development corporations to hold meetings virtually, issued in response to the COVID-19 pandemic, has been extended once again.

V. Loans/Grants

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

Operations Report

Diane reported the next Microenterprise Assistance Program (MAP) class started on September 1st and ends on November 10th. The participants in the class are Jenna Chevier an Event Planner-d/b/a Eventageous Media & Marketing, Jeremiah James, d/b/a Blue Groove Coffee Cart/Blue Groove Cold Brew, Dawn Manchester, d/b/a Travel Trailer Center, Megan Davenport, wants to start a high end Pet Supply Store, Debbie Kluth, a Freelance Paralegal business, Thom Jennings d/b/a Papa Thom's Rockin Bagels, Christine Fancher, Pet Care/Dog Walking business and Ryan Wilkins, a Retail Beverage/Beer Center in Medina.

Diane reported AJ's Playdate at 627 West Avenue in Medina will be having a grand opening on October 31st. Adam and Kerry Papaj owners took the Microenterprise class in the spring of 2018.

Total funds in the RLF Account as of 08/31/20:

\$9,224.18----HUD Unrestricted Fund.

\$72,666.89---Unrestricted Money Market Account.

VI. Projects—None

VII. New Business

Consider Authorizing Amendments to the Corporation's By-Laws and Certificate of Incorporation Resolution

A Written Resolution was presented as follows:

RESOLUTION OF THE MEMBERSHIP AND BOARD OF DIRECTORS OF THE ORLEANS COUNTY LOCAL DEVELOPMENT CORPORATION AUTHORIZING AMENDMENTS TO ITS BY-LAWS AND CERTIFICATE OF INCORPORATION.

Nick Pusateri discussed with the Board amendments to the OCLDC bylaws that would memorialize the membership and Board restructuring. Members of the OCLDC would consist of the following:

One (1) person contemporaneously serving as an active member of the County of Orleans Industrial Development Agency (COIDA), as appointed by the COIDA Board of Directors.

One (1) representative from the Orleans County Legislature, currently not serving on the COIDA Board of Directors, as appointed by the Legislature.

Three (3) representatives from businesses within Orleans County, one from the eastern part of the County, one from the central part of the County and one from the western part of the County, as appointed by the membership of the OCLDC.

Two (2) residents of Orleans County, as appointed by the membership of the OCLDC.

The Resolution was moved for adoption by Jeff Martin, seconded by Skip Draper.

Roll Call Vote:

Paul Hendel	Aye
Bill Eick	Absent
Skip Draper	Aye
Kathy Blackburn	Aye
Mike Bonnewell	Aye
Jeff Martin	Aye
Tom Kuryla	Aye
Fred Miller	Aye
Ed Urbanik	Absent
Laura Olinger	Aye

8 Ayes
0 Nays

Resolution Passed; Resolution attached.

VIII. Old Business

**Consider Authorizing Appointments of Members, Directors and Officers
Resolution**

A Written Resolution was presented as follows:

**RESOLUTION OF THE MEMBERSHIP AND
BOARD OF DIRECTORS OF THE ORLEANS
COUNTY LOCAL DEVELOPMENT
CORPORATION APPOINTING MEMBERS,
DIRECTORS AND OFFICERS.**

Nick Pusateri discussed the new make up of the LDC Board which will be effective upon filing of the Certificate of Amendment with the NYSDOS. The following individuals were appointed as members of the OCLDC to hold office for the term of one (1) year and until their successors are duly appointed and qualified.

Three (3) representatives from businesses within Orleans County, one (1) each from the eastern, central and western parts of the County as appointed by the membership of the Corporation:

Jeff Martin (East)
Laura Olinger (Central)
Kathy Blackburn (West)

Two (2) Residents of Orleans County, as appointed by the membership of the Corporation:

Merle (Skip) Draper
Fred Miller

Effective upon filing of the Certificate of Amendment with NYSDOS the following individuals were appointed as members of the OLDC Board of Directors to hold office for the term of one (1) year:

One (1) person presently serving as an active member of the County of Orleans Industrial Development Agency COIDA as appointed by the COIDA Board of Directors:

Paul Hendel

One (1) representative from the Orleans County Legislature, currently not serving on the COIDA Board of Directors, as appointed by the Legislature:

William Eick

Effective upon filing of the Amendment by DOS, the following individuals were appointed as members of the OLDC Board of Directors to hold office for the term of one (1) year.

Jeff Martin
Laura Olinger
Kathy Blackburn
Merle (Skip) Draper
Fred Miller
Paul Hendel
William Eick

Effective upon filing of the Amendment by DOS the following individuals were elected to the offices of the Corporation:

Chairman: Paul Hendel
Vice Chairman: Jeff Martin
Treasurer: Laura Olinger
Secretary: Kathy Blackburn

The Resolution was moved for adoption with the addition of Laura Olinger as Secretary by Skip Draper, seconded by Laura Olinger.

Roll Call Vote:

Paul Hendel	Aye
Bill Eick	Absent
Skip Draper	Aye
Kathy Blackburn	Aye
Mike Bonnewell	Aye
Jeff Martin	Aye
Tom Kuryla	Aye
Fred Miller	Aye
Ed Urbanik	Absent
Laura Olinger	Aye

8 **Ayes**
0 **Nays**

Resolution Passed; Resolution attached.

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 December 3, 2020.

Respectfully Submitted,

Diane Blanchard