

**Board Meeting Minutes**

**Orleans Land Restoration Corporation**

**March 4, 2022**

**121 N Main St 2<sup>nd</sup> Floor Albion NY  
Board Room  
9:02 am**

**Directors Present:**

John Misiti, Vice Chairman  
Carol D'Agostino, Director  
Ed Urbanik, Director  
John Fitzak, Director  
Skip Draper, Director

**Directors Absent:**

Paul Hendel, Chairman

**Also Present:**

Michael Dobell, CEO/CFO  
Gabrielle Barone, Vice President Business Development  
Diane Blanchard, MAP Business Coordinator  
Kevin Zanner, OEDA Legal Counsel

**I. Roll Call-** The meeting was called to order by John Misiti at 9:02 a.m. Diane called the roll. Board members Skip Draper, John Misiti, Carol D'Agostino, Ed Urbanik and John Fitzak were present, constituting a quorum of the Board.

**II. Approval of Previous Board Minutes February 11, 2022---**The February 11, 2022 Board meeting minutes were reviewed. A motion was made by Skip Draper to approve the meeting minutes as presented, seconded by Ed Urbanik. Motion unanimously carried (5-0-0). **M0322-001.**

**III. OLRC Financials**

**OLRC Monthly Financial Report---** Michael presented the monthly Financial Report for the month ending February 28, 2022.

Motion to accept the OLRC Monthly Financial Report made by John Fitzak, seconded by Carol D'Agostino. Motion unanimously carried (5-0-0). **M0322-002.**

- IV **Legal**—No report.
- V. **Operations Report—Facilities/Sites**—No report.
- VI. **Old Business**---No report.
- VII. **New Business**

#### **Approval of the 2021 Property Report**

Michael presented the 2021 Property Report, which was reviewed by the Governance Committee and recommended for approval. Motion to approve the 2021 Property Report made by John Fitzak, seconded by Carol D’Agostino. Motion unanimously carried (5-0-0). **M0322-003**

#### **Consideration of Guidelines and Policies**

##### **Investment Policy**

Michael presented the Investment Policy, which was reviewed by the Governance Committee and recommended for approval. Motion to approve the Investment Policy made by John Fitzak, seconded by Carol D’Agostino. Motion unanimously carried (5-0-0). **M0322-004**

##### **Property Disposal Guidelines**

Michael presented the Property Disposal Guidelines, which were reviewed by the Governance Committee and recommended for approval. Motion to approve the Property Disposal Guidelines made by Skip Draper, seconded by Ed Urbanik. Motion unanimously carried (5-0-0). **M0322-005.**

##### **Procurement Policy**

Michael presented the Procurement Policy, which was reviewed by the Governance Committee and recommended for approval. Motion to approve the Procurement Policy made by John Fitzak, seconded by Carol D’Agostino. Motion unanimously carried (5-0-0). **M0322-006**

- VIII. **Executive Session**---None.

##### **IX. Adjournment**

Ed Urbanik made a motion to adjourn the meeting subject to the Chairman’s recall. The motion was seconded by Skip Draper and unanimously carried.

Respectfully Submitted,

Diane Blanchard