

Board Meeting Minutes

Orleans Land Restoration Corporation

February 11, 2022

**121 N Main St 2nd Floor Albion NY
Board Room
9:38 am**

Directors Present:

Paul Hendel, Chairman
John Misiti, Vice Chairman
Carol D'Agostino, Director
Ed Urbanik, Director
John Fitzak, Director

Directors Absent:

Skip Draper

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 Chairman Paul Hendel at 9:38 a.m. Diane called the roll. Board members Paul Hendel, John Misiti, Carol D'Agostino, Ed Urbanik and John Fitzak were present, constituting a quorum of the Board.

II. Approval of Previous Board Minutes January 14, 2022---The January 14, 2022 Board meeting minutes were reviewed. A motion was made by Ed Urbanik to approve the meeting minutes as presented, seconded by John Misiti. Motion unanimously carried (5-0-0). **M0222-001**

III. OLRC Financials

OLRC Monthly Financial Report--- Michael presented the monthly Financial Report for the month ending January 31, 2022.

Motion to accept the OLRC Monthly Financial Report made by Ed Urbanik, seconded by Carol D'Agostino. Motion unanimously carried (5-0-0). **M0222-002.**

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

Election of 2022 Directors:

Motion to elect those individuals currently serving as board members of the County of Orleans Industrial Development Agency as the 2022 Directors of OLRC made by John Misiti, seconded by John Fitzak. Motion Passed. **M0222-003.**

2022 Election of Officers:

The following proposed slate of officers for 2022 was presented:

Chairman, Paul Hendel
Vice Chairman, John Misiti
Secretary, Ed Urbanik
Treasurer, Skip Draper
Assistant Secretary, John Fitzak
CEO/CFO, Michael Dobell

Motion to elect the individuals to the offices as set forth in the proposed slate of officers made by John Misiti, seconded by John Fitzak. Motion Passed. **M0222-004.**

2022 Committee Appointments:

A proposed slate of committee members to serve on the Audit Committee, Finance Committee, Governance Committee and Executive Committee was presented as set forth in the board meeting materials.

Motion to approve the proposed committee appointments made by Ed Urbanik, seconded by John Fitzak. Motion unanimously carried (5-0-0). **M0222-005.**

Consider a Resolution to Retain a Consultant to Advise on General Projects and CDBG Administration.

Michael referred the Board to the request for proposal materials included in the Board meeting packet. In December, OLRC issued a request for proposals for administrative services. The County of Orleans Industrial Development Agency submitted a proposal and was the sole respondent. He then presented the following resolution:

**RESOLUTION OF THE BOARD OF DIRECTORS OF
ORLEANS LAND RESTORATION CORPORATION
AUTHORIZING AN ADMINISTRATIVE SERVICES
AGREEMENT WITH COIDA**

Ed Urbanik made a motion to adopt the resolution. The motion was seconded by John Misiti and upon a roll call vote, was unanimously carried. (5-0-0).

Roll Call Vote:

| | |
|------------------|--------|
| Skip Draper | Absent |
| John Misiti | Aye |
| Paul Hendel | Aye |
| Carol D’Agostino | Aye |
| Ed Urbanik | Aye |
| John Fitzak | Aye |

Resolution attached. **M0222-007.**

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 John Fitzak and unanimously carried.

Respectfully Submitted,

Diane Blanchard