

## **Local Development Corporation Board Meeting**

**April 6, 2017**

**121 N Main St 2<sup>nd</sup> Floor Albion NY Board Room  
8:30 a.m.**

### **Draft**

#### **Members Present:**

Paul Hendel, Chairman  
Tom Kuryla, Member  
Laura Bentley, Member  
Clark Godshall, Secretary  
Kathy Blackburn, Member  
Skip Draper, Member  
Michael Bonnewell, Member  
Kevin Diehl, Member  
Ed Urbanik, Treasurer

#### **Also, Present:**

Diane Church, Legal Counsel  
Jim Whipple, CEO/CFO OEDA  
Diane Blanchard, OEDA Admin/MAP Manager

#### **Members Absent:**

**Karen Sawicz, Bill Eick and Fred Miller.**

The Meeting was called to order by Paul Hendel, Chairman at 8:30 a.m.

#### **I. Roll Call**

##### **8:30 am- Matthew DuBois and Joe Kent from EFPR Review of Financial Statements**

Matthew and Joe reviewed with the Board the financial statements for the year ending December 31, 2016. EFPR has issued an unmodified opinion which is the highest level of opinion which can be issued by an auditor.

##### **Consideration of Laura Bentley to Fill the Vacant Board Seat: One Representative from an Active Agriculture Enterprise within Orleans County, as Appointed by the Membership of the Corporation.**

Jim introduced Laura Bentley, who will be an active member of the LDC Board.

**Motion to appoint Laura Bentley to the vacant seat made by Clark Godshall, seconded by Skip Draper. Motion Passed.**

**II. Approval of Previous Board Meeting Minutes February 2, 2017**

The Board meeting minutes from February 2, 2017 were reviewed. A motion was made to accept the meeting minutes as presented, by Kathy Blackburn, seconded by Tom Kuryla. Motion Passed.

**Financials**

**LDC Account Balance & Financial Statements**

Jim Whipple/Diane Blanchard reported on the LDC financials. The GOSC loan fund account as of 03/31/17 has a balance of \$165,590.19, the HUD administrative account has a balance of \$287.83, the HUD unrestricted account has a balance of \$1913.05, the LDC account has a balance of \$62,328.32 and the savings account has a balance of \$131,399.94. Jim discussed the Balance Sheet and Profit & Loss reports.

**Motion to accept financials made by Kathy Blackburn, seconded by Skip Draper. Motion Passed.**

**Consideration of the Acceptance of the 2016 Financial Statements----**

Matthew DuBois and Joe Kent from EFPR reviewed the financial statements for year ending December 31, 2016. A motion was needed to approve.

**Motion to accept the 2016 Financial Statements for year ending December 31, 2016 and to thank staff for their good work resulting in a clean audit made by Clark Godshall, seconded by Kathy Blackburn. Motion Passed.**

- III. Legal---**Nothing reported by Diane Church. Jim reported Diane Church has decided to leave practicing law at the end of the month. She will be working with Harry Sicherman at H. Sicherman & Company/Harrison Studio. Diane Church will be greatly missed. Two possible attorneys will be interviewed this week.

**IV. Loans/Grants**

**V. Executive Session**

**Motion to go into Executive Session for the discussion of financial and credit matters of a person or corporation and to invite staff Diane Blanchard, Jim Whipple, also Counsel Diane Church to be present in Executive Session made by Skip Draper, seconded by Michael Bonnewell. Motion Passed.**

**Motion to return to regular meeting made by Kathy Blackburn, seconded by Mike Bonnewell. Motion Passed.**

**No action taken from discussion in Executive Session.**

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

## **VI. Operations Report**

### **Board Report**

Diane Blanchard reported the Spring MAP class starts again on April 11 to June 20. Fourteen participants have signed up for the class. Registration fees if submitted to Genesee Community College would be \$4900.00. The class will be held at the Arnold Gregory Building. Ben will provide the class with a new projector, Wi-Fi and office space for the consultants at his cost.

The CFA grant was approved for \$200,000. \$100,000 for the funding of Microenterprise grants, \$60,000 for the funding of Downtown Commercial Rent Subsidy grants, \$30,000 for program delivery costs and \$10,000 for grant administration costs.

**ABO Training Requirements-----**Jim reported that the Public Authorities Law requires all Board members to complete this training within one year of their appointment to the Board. Jim has notified certain board members that they need to complete the training, which would be completed on-line, and provided the Board with the link to the on-line training. Laura Bentley as a new member will need to complete the training.

## **VII Projects**

### **Update on Rent Subsidy/Grant Program**

Diane is working on three grants, Preston's Farms for \$15,000, The Missing Peace for \$5000 and Tease (hair salon) for \$15,000. To date \$135,000 has been expended including these three. Jim reported that, due to a lack of interest in the Rent Subsidy Program, the funds allocated to the Rent Subsidy program will be used to offer participants more grant funding.

## **VIII Old Business—Nothing Reported.**

## **IX. New Business**

**Consider 2016 Investment Report----**Jim reported the 2016 Investment report needed to be approved.

**Motion to approve the 2016 Investment Report made by Skip Draper, seconded by Ed Urbanik. Motion Passed.**

**2016 PARIS Report Review/Approve** -Jim reported he emailed the 2016 PARIS report to all the Board members. A Motion was needed to approve.

Motion to approve the 2016 PARIS report made by Clark Godshall, seconded by Kathy Blackburn. Motion Passed.

**Motion to Adjourn**

**Motion to adjourn at 9:20 am subject to Chairman's recall made by Skip Draper, seconded by Mike Bonnewell. Motion Passed.**

**Next meeting scheduled for June 1, 2017.**

**Respectfully Submitted,  
Diane Blanchard**