

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

**October 5th, 2023**

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

**Directors Present:**

John Misiti, Chairman  
Kathy Blackburn, Secretary  
Bill Eick, Director  
Laura Bentley, Treasurer  
Skip Draper, Director

**Directors Absent:**

Fred Miller, Director

**Also Present:**

Michael Dobell, CEO/CFO OEDA  
Matt Holland, OEDA Admin/MAP Manager  
Gabrielle Barone, Vice President Business Development  
Craig Tuohey, OEDA Assistant Secretary  
Chuck Bell, Vice President Harrison Studios

The meeting was called to order by Chairman John Misiti at 8:34 am.

**I. Roll Call**

Matt Holland called the roll of Board members. John Misiti, Kathy Blackburn, Laura Bentley, Skip Draper, and Bill Eick.

**II. Approval of Previous Board Meeting Minutes August 3rd, 2023**

The August 3, 2023 Board meeting minutes were reviewed by the Board. A motion was made to accept the meeting minutes as presented by Kathy Blackburn, seconded by Bill Eick. Motion unanimously carried.

**III. Financials**

**Consider the Acceptance of the Monthly Financial Report**

Michael Dobell presented the OCLDC financial report for the period ending September 30, 2023. The HUD unrestricted account balance as of 09/30/23 is

\$6,739.97, and the money market account has a balance of \$85,213.67. Michael also reviewed the OCLDC Balance Sheet and Profit & Loss reports.

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

**IV. Legal---**No Report.

**V. Executive Session.** None.

**VI. Loans/Grants**

**Loans Aging Report**

Matt Holland reviewed the Loan Aging Report with the Board. There was discussion regarding three businesses being behind on payment. The Loan and Finance committee will convene at a date to be determined to discuss policies moving forward with delinquent payments.

**VII. Operations—**No Report

**VIII. Projects-**No report.

**IX. Old Business-**No Report.

**X. New Business**

**Open board member seat and Consider Changes to Finance Loan Committee**

John Misiti discussed the need for more LDC board members following the retirement of Jeffrey Martin from the board. The LDC board will review the board by-laws to determine if any specific requirements need to be met when searching for candidates.

**Q and A Session with Chuck Bell, Vice President of Harrison Studios and H.R. Sicherman**

Chuck Bell discussed several aspects of micro-enterprise programs and MAP grants, while answering follow up questions from board members and LDC staff. Topics included \* Utilizing SBDC and other business class programs outside of the county as a qualifying component for the MAP grants \* Keeping the MAP class course requirements flexible \*Grant applicant equity requirements \*Grant applicant employment requirements.

Michael Dobell and Matt Holland discussed moving the start of an Orleans County entrepreneur program to September of 2024. This will allow more time for Matt to carefully develop a program with partners such as Harrison Studios, the SBDC and SBA.

Matt Holland will present this LDC board meetings discussions with the OEDA board in November.

**Motion to Adjourn**

Motion to adjourn subject to Chairman's recall made by Skip Draper, seconded by Laura Bentley and unanimously carried at 9:51 am.

Respectfully Submitted,

Matt Holland