

Orleans Land Restoration Corporation

121 North Main Street
Albion, NY 14411

(585) 589-7060

OLRC Board Meeting Agenda

Friday April 12, 2024 at 9:00 AM

Updated: 04/06/24

This meeting will be held at the offices of 121 North Main St, FL 2, Albion, NY 14411.

- **Roll Call** – Calling of Board members, announcement as to whether a quorum is present
- **Approval of the previous Board Meeting Minutes**
 - **March 8, 2024 Meeting Minutes-(Electronic) – Motion**
- **Financials**
 - **Consider the approval of the 2023 Financial Audit Report - Motion**
 - **Consider the OLRC Monthly Financials – Motion**
- **Legal**
- **Operations Report**
 - Facilities/Sites
- **Old Business**
- **New Business**
 - **2024 Mission Statement and Measurement Report – Motion**
 - Corporate Action-By Laws (Separate Handout)
 - **2024 Election of Officers: Chairman, Vice Chairman, Secretary, Treasurer, CEO/CFO**
(Bylaws Article IV, Sections 4.01 and 4.04-4.09) - **Motion**
 - **2024 Committee Appointments – Motion**
 - **Consider the approval of the 2023 Investment report – Motion**
 - **Consider the approval of the finance committee charter – Motion**
 - **Consider the approval the audit committee charter - Motion**
- **Executive Session – If Required – Motion (Including invitees)**
 - **Action on any matters from executive session – Motion**
- **Motion to adjourn**

Approved:

2024 New York State Local Public Authority Mission Statement and Measurement Report
Orleans Land Restoration Corporation

Local Public Authority Name: Orleans Land Restoration Corporation (OLRC)

Fiscal Year: January 1, 2024 – December 31, 2024

Enabling Legislation: The OLRC is a Type B not-for-profit corporation without members formed under Section 402 of the New York Not-for-Profit Corporation Law (“NPCL”) and organized exclusively for the purposes specified in Section 501(c)(3) of the Internal Revenue Code of 1986

Mission Statement: The Orleans Land Restoration Corporation (OLRC) encourages the establishment or expansion of businesses and investment within Orleans County by making loans to businesses located in Orleans County, acquiring, by purchase, grant, gift or otherwise, real property and improving, maintaining and managing such property within Orleans County in order to create opportunities for the residents of Orleans County and combat community deterioration.

2023 Measurements:

1. Secure project funding commitments for OLRC customers
 - a. Goal: \$ 200,000.00
 - b. Achieved: \$4,165,000
2. Administering active restoration project
 - a. Goal: 2
 - b. Achieved: 2

2024 Measurements:

3. Secure project funding commitments for OLRC customers
 - a. Goal: \$ 500,000.00
4. Administering active restoration project
 - b. Goal: 2

Authority Stakeholder(s): Orleans County

Authority Beneficiaries: The residents and taxing jurisdictions of Orleans County

Authority Customers: The Business Community of Orleans County

Authority self-evaluation of prior year performance (based upon established measurements):
To be provided by March 31, 2025 related to 2024 performance.

Governance Certification:

1. Have the board members acknowledged that they have read and understood the mission of the public authority?
Board of Directors Response: **Yes**

Approved:

2. Who has the power to appoint management of the public authority?

Board of Directors Response: **The Board of Directors**

3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority.

Board of Directors Response: **Yes**

4. Briefly describe the role of the Board and the role of management in the implementation of the mission.

Board of Directors Response: **The role of the Board regarding the implementation of the public authority's mission is to provide strategic input, guidance, oversight, mission authorization, policy setting and validation of the authority's mission, measurements and results. The role of management is to collaborate with the board in strategy development / strategy authorization and to implement established programs, processes, activities and policies to achieve the public authority's mission.**

5. Has the Board acknowledged that they have read and understood the response to each of these questions?

Board of Directors Response: **Yes**

2024 OLRC Board

Updated: 04/12/24

<u>Member/Office</u>	<u>Address/Email</u>	<u>Telephone</u>	<u>Term</u>
John Fitzak Treasurer	14435 Lakeshore Rd, Kent, NY 14477 John.Fitzak@OrleansCountyNY.gov	(585) 589-0377	12/31/23
Jeff Martin	23 Public Square, Holley, NY 14470 jckmartin@msn.com	(585) 391-6300	
Merle Draper Vice Chairman	210 William Street, Medina, NY 14103 SkipDraper@verizon.net	(585) 798-7055	12/31/23
Craig Tuohey	43 Meadowbrook Drive, Albion, NY 14411 tuohey.craig@gmail.com	(585) 259-1331	
Carol D'Agostino Assistant Treasurer	16887 Roosevelt Highway, Kendall, NY 14476 CDagostino@kendallschools.org	(585) 659-2706	
John Misiti Chairman	10894 Ryan Road, Medina, NY 14103 JMisiti@rochester.rr.com	(585) 798-3327	
Edward Urbanik Secretary	12365 Platten Rd, Lyndonville, NY, 14098 ontariothree@gmail.com	(585) 705-0383	
<u>Staff</u>			
Michael Dobell CEO/CFO	121 North Main Street, Albion, NY 14411 MDobell@orleansdevelopment.org	(585) 589-7060	
Gabrielle Barone V-P Development	121 North Main Street, Albion, NY 14411 gbarone@orleansdevelopment.org	(585) 589-7060	
Matt Holland Manager Admin	121 North Main Street, Albion, NY 14411 mholland@orleansdevelopment.org	(585) 589-7060	
Kevin Zanner COIDA Counsel	1300 Liberty Building, Buffalo, NY 14202 KJZ@hurwitzfine.com	(716) 849-8900	

OLRC 2024

Committee Members

Adopted 04/12/24

Executive Committee

John Misiti - Chair
Skip Draper
Ed Urbanik

Audit Committee

John Fitzak
Merle Draper
Carol D'Agostino – Chair
Craig Tuoehy
John Misiti
Ed Ubanik
Jeff Martin

Governance Committee

John Fitzak
Merle Draper
Carol D'Agostino
Craig Tuoehy
John Misiti – Chair
Ed Ubanik
Jeff Martin

Finance Committee

John Fitzak
Merle Draper – Chair
Carol D'Agostino
Craig Tuoehy
John Misiti
Ed Ubanik
Jeff Martin