

# Orleans County Local Development Corporation

121 North Main Street  
Albion, NY 14411

Office: (585) 589-7060  
Fax: (585) 589-5258

## Agenda

**Thursday February 27, 2025 at 8:30 AM**

Updated: 02/02/25

- **Call OCLDC Board meeting to order-Chair**
- **Roll Call** – Calling of Board members, announcement as to whether a quorum is present
- **Approval of Previous Board Meeting Minutes**
  - *February 27, 2025 (Electronic)-Motion*
- **Financials**
  - *Consider the acceptance of the monthly financials report for OCLDC – Motion*
- **Legal-Kevin Zanner**
- **Executive Session – If Required – Motion (Including invitees)**
  - *Close-Executive Session – Motion*
  - *Action on any matters from executive session – Motion*
- **Loans/Grants**
  - Matt -
- **Operations**
  - Report
  - Update on Loan Default Collection Matters
- **Projects**
- **Old Business**
- **New Business**
  - Annual Meeting – By Laws (Separate Handout)
    - **Section 1. Election of officers (Page) – Motion**
      - *Chairman*
      - *Vice Chairman*
      - *Treasurer*
      - *Secretary*
      - *CEO/CFO*
    - **Committee Appointments (Page)-Motion**
  - *Consider the approval of the Audit Committee Charter – Motion*
  - *Consider the approval of the 2024 Audit/ Financial Statements report – Motion*
  - *Consider the 2025 Mission and Performance Measurements- Motion*
  - *Consider the 2024 year end annual report - Motion*
- **Motion to adjourn**



KeyBank  
 P.O. Box 93885  
 Cleveland, OH 44101-5885

**Business Banking Statement**  
**February 28, 2025**  
 page 1 of 3

3 [REDACTED]

2 13 T 908 00000 R EM AO  
 ORLEANS COUNTY LOCAL DEVELOPMENT  
 CORPORATION  
 HUD UNRESTRICTED ACCOUNT  
 121 NORTH MAIN STREET  
 FLOOR 2.<sup>nd</sup>  
 ALBION NY 14411-1237

*Questions or comments?*  
 Call our Key Business Resource Center  
 1-888-KEY4BIZ (1-888-539-4249)

*LDC*

*Enroll in Online Banking today at Key.com.  
 Access your available accounts, transfer funds and view your transactions right from your PC.*

KeyBank Business Interest Checking 3 [REDACTED] 66741  
 ORLEANS COUNTY LOCAL DEVELOPMENT  
 CORPORATION  
 HUD UNRESTRICTED ACCOUNT

Beginning balance 1-31-25	\$6,785.50
3 Additions	+6,517.08
2 Subtractions	-691.38
Interest paid	+0.06
<b>Ending balance 2-28-25</b>	<b>\$12,611.26</b>

**Additions**

Deposits	Date	Serial #	Source	
	2-10		Deposit Branch 0290 New York	\$717.08
	2-12		Deposit Branch 0290 New York	800.00
	2-24		Deposit Branch 0290 New York	5,000.00
<b>Total additions</b>				<b>\$6,517.08</b>

**Subtractions**

*Paper Checks*

*\* check missing from sequence*

Check	Date	Amount	Check	Date	Amount	
400	2-3	\$606.38	401	2-21	85.00	
						<b>Paper Checks Paid \$691.38</b>

**Interest earned**

Annual percentage yield (APY) earned 0.01%  
 Number of days this statement period 28  
 Interest paid 2-28-25 \$0.06

*Reconciled  
 Must Have 3/3/25  
 [Signature]*

[REDACTED]

12:06 PM

03/03/25

**Orleans County Local Development Corporation**  
**Reconciliation Summary**  
Checking Key Bank-HUD Unrest, Period Ending 02/28/2025

---

	Feb 28, 25
Beginning Balance	6,785.50
Cleared Transactions	
Checks and Payments - 2 Items	-691.38
Deposits and Credits - 4 Items	6,517.14
Total Cleared Transactions	<u>5,825.76</u>
Cleared Balance	<u>12,611.26</u>
Uncleared Transactions	
Checks and Payments - 1 Item	<u>-7,333.00</u>
Total Uncleared Transactions	<u>-7,333.00</u>
Register Balance as of 02/28/2025	<u>6,278.26</u>
Ending Balance	<u>5,278.26</u>

12:06 PM

03/03/25

**Orleans County Local Development Corporation**  
**Reconciliation Detail**  
**Checking Key Bank-HUD Unrest, Period Ending 02/28/2025**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						6,785.50
<b>Cleared Transactions</b>						
<b>Checks and Payments - 2 Items</b>						
Check	01/27/2025	400	HurwitzFine, P.C.	X	-606.38	-606.38
Check	02/05/2025	401	Roush C.P.A. PC	X	-85.00	-691.38
<b>Total Checks and Payments</b>					-691.38	-691.38
<b>Deposits and Credits - 4 Items</b>						
Deposit	02/10/2025			X	717.08	717.08
Deposit	02/12/2025			X	800.00	1,517.08
Deposit	02/24/2025			X	5,000.00	6,517.08
Deposit	02/28/2025			X	0.06	6,517.14
<b>Total Deposits and Credits</b>					6,517.14	6,517.14
<b>Total Cleared Transactions</b>					5,825.76	5,825.76
<b>Cleared Balance</b>					5,825.76	12,611.26
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 Item</b>						
Check	02/24/2025	402	EFPR Group, CPAs,...		-7,333.00	-7,333.00
<b>Total Checks and Payments</b>					-7,333.00	-7,333.00
<b>Total Uncleared Transactions</b>					-7,333.00	-7,333.00
<b>Register Balance as of 02/28/2025</b>					-1,507.24	5,278.26
<b>Ending Balance</b>					-1,507.24	5,278.26



220 Liberty Street, P.O. Box 227, Warsaw, NY 14569-0227

Page: 1 of 1  
 Statement Date: 02/26/2025  
 Primary Account: XXXXXX0339

Address Service Requested



112 1 SP 0.730 1  
 THE ORLEANS COUNTY LOCAL  
 DEVELOPMENT CORPORATION  
 121 N MAIN ST # 2  
 ALBION, NY 14411-1237

Contact us.



877.226.5578



220 Liberty Street  
 Warsaw, NY 14569



Five-StarBank.com

1-FVNY-DDAS-07 250226  
 00001-00001-000112 000879581

Go beyond your printed  
 statement. **Download**  
 the Digital Banking app.



START  
 NOW:



TotalValue Business

THE ORLEANS COUNTY LOCAL  
 DEVELOPMENT CORPORATION

TotalValue Business		Number of Enclosures	0
Account Number	XXXXXX0339	Statement Dates	1/30/25 thru 2/26/25
Beginning Balance	.00	Days in the Statement Period	28
Deposits/Credits	.00	Average Ledger	.00
Checks/Debits	.00	Average Collected	.00
Service Charge	5.00		
Interest Credited	.00		
Ending Balance	5.00 OD		

SERVICE CHARGE DETAIL

Date	Description	Amount
	Paper Statement Fee	5.00

Account Activity in Date Order

Date	Description	Amount	Balance
2/26	SERVICE CHARGE	5.00-	5.00OD

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance
1/30	0.00	2/26	-5.00

11:03 AM

03/24/25

**Orleans County Local Development Corporation**  
**Reconciliation Summary**  
Five Star -Check-Non Intert 339, Period Ending 02/03/2025

---

	Feb 3, 25
Beginning Balance	0.00
Cleared Transactions	
Checks and Payments - 1 Item	-5.00
Total Cleared Transactions	-5.00
Cleared Balance	-5.00
Uncleared Transactions	
Deposits and Credits - 1 Item	1.00
Total Uncleared Transactions	1.00
Register Balance as of 02/03/2025	-4.00
Ending Balance	-4.00

**Orleans County Local Development Corporation**  
**Reconciliation Detail**  
**Five Star -Check-Non Intert 339, Period Ending 02/03/2025**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						0.00
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	02/05/2022			X	-5.00	-5.00
Total Checks and Payments					-5.00	-5.00
Total Cleared Transactions					-5.00	-5.00
Cleared Balance					-5.00	-5.00
<b>Uncleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
General Journal	12/31/2017	y/e			1.00	1.00
Total Deposits and Credits					1.00	1.00
Total Uncleared Transactions					1.00	1.00
Register Balance as of 02/03/2025					-4.00	-4.00
<b>Ending Balance</b>					<b>-4.00</b>	<b>-4.00</b>



220 Liberty Street, P.O. Box 227, Warsaw, NY 14569-0227

Page: 1 of 3  
 Statement Date: 02/28/2025  
 Primary Account: XXXXXX8102

Address Service Requested

Contact us.



877.226.5578



220 Liberty Street  
 Warsaw, NY 14569



Five-StarBank.com



3835 1 AV 0.545 12  
 THE ORLEANS COUNTY LOCAL  
 DEVELOPMENT CORPORATION  
 121 N MAIN ST # 2  
 ALBION, NY 14411-1237

1-FVNY-DDAs-07 250301  
 00001-00002-003835 000881617

Go beyond your printed statement. **Download the Digital Banking app.**



**START NOW:**



Money Market Corporate

THE ORLEANS COUNTY LOCAL  
 DEVELOPMENT CORPORATION

Money Market Corporate		Number of Enclosures	1
Account Number	XXXXXX8102	Statement Dates	2/03/25 thru 3/02/25
Beginning Balance	75,427.02	Days in the Statement Period	28
Deposits/Credits	.00	Average Ledger	74,355.59
1 Checks/Debits	5,000.00	Average Collected	74,355.59
Service Charge	5.00	Interest Earned	11.41
Interest Credited	11.41	Annual Percentage Yield Earned	0.20%
Ending Balance	70,433.43	2025 Interest Paid	25.04

SERVICE CHARGE DETAIL

Date	Description	Amount
	Paper Statement Fee	5.00

Account Activity in Date Order

Date	Description	Amount	Balance
2/25	CHECK #617	5,000.00-	70,427.02
2/28	SERVICE CHARGE	5.00-	70,422.02
3/02	INTEREST DEPOSIT	11.41	70,433.43



CHECKS

Date	Check No.	Amount	Date	Check No.	Amount
2/25	617	5,000.00			

\* INDICATES MISSING CHECK NUMBER

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance	Date	Balance
2/03	75,427.02	2/28	70,422.02		
2/25	70,427.02	3/02	70,433.43		

INTEREST RATE SUMMARY

Date	Rate
2/02	0.200000%

1-FVNY-DDAs-07 250301  
 00002-00002-003835 000881617

11:01 AM  
03/24/25

**Orleans County Local Development Corporation**  
**Reconciliation Summary**  
HSBC Savings Acct High Interest, Period Ending 03/02/2025

---

	Mar 2, 25
Beginning Balance	75,427.02
Cleared Transactions	
Checks and Payments - 2 Items	-5,005.00
Deposits and Credits - 1 Item	11.41
Total Cleared Transactions	-4,993.59
Cleared Balance	<u>70,433.43</u>
Uncleared Transactions	
Checks and Payments - 1 Item	-5,000.00
Total Uncleared Transactions	-5,000.00
Register Balance as of 03/02/2025	<u>65,433.43</u>
Ending Balance	65,433.43

11:01 AM  
03/24/25

**Orleans County Local Development Corporation**  
**Reconciliation Detail**  
**HSBC Savings Acct High Interest, Period Ending 03/02/2025**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						75,427.02
<b>Cleared Transactions</b>						
<b>Checks and Payments - 2 Items</b>						
Deposit	02/24/2025	617	Orleans County Loc...	X	-5,000.00	-5,000.00
Check	02/28/2025			X	-5.00	-5,005.00
<b>Total Checks and Payments</b>					-5,005.00	-5,005.00
<b>Deposits and Credits - 1 item</b>						
Deposit	03/03/2025			X	11.41	11.41
<b>Total Deposits and Credits</b>					11.41	11.41
<b>Total Cleared Transactions</b>					-4,993.59	-4,993.59
<b>Cleared Balance</b>					-4,993.59	70,433.43
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	02/24/2025	0617	Orleans County Loc...		-5,000.00	-5,000.00
<b>Total Checks and Payments</b>					-5,000.00	-5,000.00
<b>Total Uncleared Transactions</b>					-5,000.00	-5,000.00
<b>Register Balance as of 03/02/2025</b>					-9,993.59	65,433.43
<b>Ending Balance</b>					-9,993.59	65,433.43

11:13 AM

**Orleans County Local Development Corporation**  
**Balance Sheet Prev Year Comparison**  
As of February 28, 2025

03/24/25

Accrual Basis

	Feb 28, 25	Feb 29, 24	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
Checking/Savings				
Cash Account				
Checking Key Bank-HUD Unrest	5,278.26	6,150.87	-872.61	-14.2%
Total Cash Account	5,278.26	6,150.87	-872.61	-14.2%
Five Star -Check-Non Intert 339	-4.00	-4.00	0.00	0.0%
HSBC Savings Acct High Interest	65,422.02	85,291.82	-19,869.80	-23.3%
Total Checking/Savings	70,696.28	91,438.69	-20,742.41	-22.7%
Accounts Receivable				
Accounts Receivable	1,199.85	1,271.81	-71.96	-5.7%
Total Accounts Receivable	1,199.85	1,271.81	-71.96	-5.7%
Other Current Assets				
Undeposited Funds	0.00	211.62	-211.62	-100.0%
Total Other Current Assets	0.00	211.62	-211.62	-100.0%
Total Current Assets	71,896.13	92,922.12	-21,025.99	-22.6%
<b>Other Assets</b>				
Due from HUD	73,526.99	38,526.99	35,000.00	90.9%
Loan Rec. - ST				
Less Current Portion of L/R	-15,365.07	-19,021.62	3,656.55	19.2%
Loan Rec. - ST - Other	15,365.07	19,021.62	-3,656.55	-19.2%
Total Loan Rec. - ST	0.00	0.00	0.00	0.0%
Revolving Fund Rec-GOSC				
DC Hauling	0.00	583.53	-583.53	-100.0%
FastFitness for Women Inc. 2013	708.29	708.29	0.00	0.0%
Gallo's Hauling	3,333.15	3,333.15	0.00	0.0%
Laura Loxley Vintage Insp Goods	3,000.00	3,000.00	0.00	0.0%
Rachel & Rob's Wildwood Camp 08	8,087.68	14,153.20	-6,065.52	-42.9%
Shirt Factory Cafe	1,693.18	4,232.62	-2,539.44	-60.0%
Total Revolving Fund Rec-GOSC	16,822.30	26,010.79	-9,188.49	-35.3%
Total Other Assets	90,349.29	64,537.78	25,811.51	40.0%
<b>TOTAL ASSETS</b>	<b>162,245.42</b>	<b>157,459.90</b>	<b>4,785.52</b>	<b>3.0%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Other Current Liabilities				
Due to High Int Acct	73,526.99	38,526.99	35,000.00	90.9%
Total Other Current Liabilities	73,526.99	38,526.99	35,000.00	90.9%
Total Current Liabilities	73,526.99	38,526.99	35,000.00	90.9%
Total Liabilities	73,526.99	38,526.99	35,000.00	90.9%
<b>Equity</b>				
Retained Earnings	100,921.67	126,963.24	-26,041.57	-20.5%
Net Income	-12,203.24	-8,030.33	-4,172.91	-52.0%
Total Equity	88,718.43	118,932.91	-30,214.48	-25.4%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>162,245.42</b>	<b>157,459.90</b>	<b>4,785.52</b>	<b>3.0%</b>

## Orleans County Local Development Corporation Profit & Loss Budget Performance February 2025

	Feb 25	Budget	Jan - Feb 25	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Bad Debt Recovery	800.00		800.00		
Grants	0.00	1,290.74	0.00	2,581.48	15,488.97
CDBG/GOSC					
Total Grants	0.00	1,290.74	0.00	2,581.48	15,488.97
Interest Income					
Interest Income-Bank	8.74	11.25	21.14	22.50	135.00
Total Interest Income	8.74	11.25	21.14	22.50	135.00
Loan Penalty Income					
Loan Penalty Income	0.00	41.66	0.00	83.32	500.00
Program Fees	0.00	4.16	0.00	8.32	50.00
Loan Penalty Income - Other					
Total Loan Penalty Income	0.00	45.82	0.00	91.64	550.00
Miscellaneous Income	0.00	300.00	0.00	600.00	3,600.00
Professional Fees for Loans	0.00	1,250.00	0.00	2,500.00	15,000.00
Total Income	808.74	2,897.81	821.14	5,795.62	34,773.97
Expense					
Insurance					
Liability Insurance	0.00	33.33	0.00	66.66	400.00
Total Insurance	0.00	33.33	0.00	66.66	400.00
Miscellaneous	0.00	20.83	0.00	41.66	250.00
Office Supplies	0.00	25.00	0.00	50.00	300.00
Printing and Reproduction	0.00	20.83	0.00	41.66	250.00
Professional Fees					
Accounting	85.00	750.00	85.00	1,500.00	9,000.00
Consulting	12,333.00	208.33	12,333.00	416.66	2,500.00
Legal Fees	0.00	833.33	606.38	1,666.66	10,000.00
Professional Fees - Other	0.00	83.33	0.00	166.66	1,000.00
Total Professional Fees	12,418.00	1,874.99	13,024.38	3,749.98	22,500.00
Program Expense	0.00	41.66	0.00	83.32	500.00
Supplies					
Marketing	0.00	208.33	0.00	416.66	2,500.00
Total Supplies	0.00	208.33	0.00	416.66	2,500.00

**Orleans County Local Development Corporation**  
**Profit & Loss Budget Performance**  
 February 2025

	Feb 25	Budget	Jan - Feb 25	YTD Budget	Annual Budget
Travel & Ent					
Meals	0.00	25.00	0.00	50.00	300.00
Travel	0.00	20.83	0.00	41.66	250.00
Total Travel & Ent	0.00	45.83	0.00	91.66	550.00
Total Expense	12,418.00	2,270.80	13,024.38	4,541.60	27,250.00
Net Ordinary Income	-11,609.26	627.01	-12,203.24	1,254.02	7,523.97
Net Income	-11,609.26	627.01	-12,203.24	1,254.02	7,523.97

**Orleans County Local Development Corporation**  
**Transaction Detail by Account**  
 December 2019 through January 2020

Type	Date	Num	Name	Memo	Class	Clr	Split	Act. Cost	Act. Sales Price
<b>Cash Account</b>									
<b>Checking Key Bank-HUD Unrest</b>									
Deposit	12/01/2019			Deposit		X	-SPLIT-		
General Journal	12/03/2019	Char...	Laura Loxley Vinta...	VOID: Laura...	HUD	X	Miscellaneous		
Deposit	12/10/2019			Deposit		X	-SPLIT-		
Check	12/13/2019	103	Key Bank	Credit Card ...		X	Program Exp...		
Check	12/13/2019	104	How Sweet It Is	Christmas B...		X	Contributions		
Check	12/20/2019	105	Roush C.P.A. PC	Accounting ...		X	Accounting		
Check	12/27/2019	106	Orleans Economic...	Activity Log ...		X	Consulting		
Deposit	12/31/2019			Interest	HUD	X	Interest Inco...		
Check	01/03/2020	107	Orleans County Cl..	County UCC...		X	Professional ...		
Check	01/03/2020	108	Key Bank	Credit Card ...		X	Meals		
Check	01/10/2020	109	Roush C.P.A. PC	Accounting ...		X	Accounting		
Deposit	01/13/2020			Deposit		X	-SPLIT-		
Payment	01/14/2020	6724	Rachel & Rob's Wi...	Loan Pmt for...		X	Accounts Rec...		
Check	01/24/2020	110	GMS	Year-To-Dat...		X	Program Exp...		
Check	01/24/2020	111	Orleans Economic...	Activly Log ...		X	Consulting		
Check	01/31/2020	112	HurwitzFine, P.C.	Legal Fees ...		X	Legal Fees		
Check	01/31/2020	113	C&H PC Inc.	GMS Upgra...		X	Program Exp...		
Deposit	01/31/2020			Interest	HUD	X	Interest Inco...		
<b>Total Checking Key Bank-HUD Unrest</b>									
<b>Unrestricted Funds HUD 3385</b>									
General Journal	12/03/2019	Insuff...		Insufficient f...	HUD		Miscellaneous		
<b>Total Unrestricted Funds HUD 3385</b>									
<b>Total Cash Account</b>									
<b>HSBC Savings Acct High Interest</b>									
Deposit	12/31/2019			Interest	LDC	X	Interest Inco...		
Deposit	01/31/2020			Interest	LDC	X	Interest Inco...		
<b>Total HSBC Savings Acct High Interest</b>									
<b>Accounts Receivable</b>									
Invoice	12/01/2019	3364	39 North Main Stre...		GOSC		-SPLIT-		
Invoice	12/01/2019	3376	810 Meadworks LLC		GOSC		-SPLIT-		
Invoice	12/01/2019	3388	Shirt Factory Cafe		GOSC		-SPLIT-		
Invoice	12/01/2019	3407	DC Hauling		GOSC		DC Hauling		
Invoice	12/01/2019	3418	Gallo's Hauling		GOSC		Gallo's Hauling		
Invoice	12/01/2019	3430	Rachel & Rob's Wi...		GOSC		-SPLIT-		
Invoice	12/01/2019	3438	Laura Loxley Vinta...		GOSC		-SPLIT-		
Invoice	12/01/2019	3447	Fastfitness for Wo...		GOSC		-SPLIT-		
Payment	12/01/2019	1563	Shirt Factory Cafe				Undeposited ...		
Payment	12/01/2019	1018	810 Meadworks LLC				Undeposited ...		
Payment	12/01/2019	1222	Fastfitness for Wo...				Undeposited ...		
Payment	12/03/2019	6709	Rachel & Rob's Wi...				Undeposited ...		
Payment	12/09/2019	2963...	39 North Main Stre...				Undeposited ...		
Payment	12/09/2019	4174	DC Hauling				Undeposited ...		
Payment	12/10/2019	6170	Gallo's Hauling				Undeposited ...		
Payment	12/10/2019	1092	Laura Loxley Vinta...				Undeposited ...		
Payment	12/27/2019	1213	Fastfitness for Wo...				Undeposited ...		
Invoice	01/01/2020	3448	39 North Main Stre...		HUD		-SPLIT-		
Invoice	01/01/2020	3460	810 Meadworks LLC	Final Payme...			-SPLIT-		
Invoice	01/01/2020	3461	DC Hauling		HUD		-SPLIT-		
Invoice	01/01/2020	3473	Fastfitness for Wo...		HUD		-SPLIT-		
Invoice	01/01/2020	3485	Gallo's Hauling		HUD		Gallo's Hauling		
Invoice	01/01/2020	3497	Laura Loxley Vinta...		HUD		Laura Loxley ...		
Invoice	01/01/2020	3509	Rachel & Rob's Wi...		HUD		Rachel & Rob...		
Invoice	01/01/2020	3522	Shirt Factory Cafe		HUD		-SPLIT-		
Payment	01/01/2020	1033	810 Meadworks LLC				Undeposited ...		
Payment	01/08/2020	1564	Shirt Factory Cafe				Undeposited ...		
Payment	01/13/2020	6208	Gallo's Hauling				Undeposited ...		
Payment	01/13/2020	1065	Laura Loxley Vinta...				Undeposited ...		
Payment	01/13/2020	4192	DC Hauling				Undeposited ...		
Payment	01/13/2020	2994...	39 North Main Stre...				Undeposited ...		
Payment	01/13/2020	1228	Fastfitness for Wo...				Undeposited ...		
Payment	01/14/2020	6724	Rachel & Rob's Wi...	Loan Pmt for...			Checking Key...		
Payment	01/24/2020	6732	Rachel & Rob's Wi...				Undeposited ...		
<b>Total Accounts Receivable</b>									

**Orleans County Local Development Corporation  
Transaction Detail by Account**

December 2019 through January 2020

Type	Date	Num	Name	Memo	Class	Clr	Split	Act. Cost	Act. Sales Price
<b>Undeposited Funds</b>									
Deposit	12/01/2019	6694	Rachel & Rob's Wi...	Deposit		X	Checking Key...		
Deposit	12/01/2019	1213	Fastfitness for Wo...	Deposit		X	Checking Key...		
Payment	12/01/2019	1563	Shirt Factory Cafe			X	Accounts Rec...		
Payment	12/01/2019	1018	810 Meadworks LLC			X	Accounts Rec...		
Payment	12/01/2019	1222	Fastfitness for Wo...			X	Accounts Rec...		
Payment	12/03/2019	6709	Rachel & Rob's Wi...			X	Accounts Rec...		
Payment	12/09/2019	2963...	39 North Main Stre...			X	Accounts Rec...		
Payment	12/09/2019	4174	DC Hauling			X	Accounts Rec...		
Payment	12/10/2019	6170	Gallo's Hauling			X	Accounts Rec...		
Payment	12/10/2019	1092	Laura Loxley Vinta...			X	Accounts Rec...		
Deposit	12/10/2019	1563	Shirt Factory Cafe	Deposit		X	Checking Key...		
Deposit	12/10/2019	1018	810 Meadworks LLC	Deposit		X	Checking Key...		
Deposit	12/10/2019	6709	Rachel & Rob's Wi...	Deposit		X	Checking Key...		
Deposit	12/10/2019	2963...	39 North Main Stre...	Deposit		X	Checking Key...		
Deposit	12/10/2019	4174	DC Hauling	Deposit		X	Checking Key...		
Deposit	12/10/2019	6170	Gallo's Hauling	Deposit		X	Checking Key...		
Deposit	12/10/2019	1092	Laura Loxley Vinta...	Deposit		X	Checking Key...		
Payment	12/27/2019	1213	Fastfitness for Wo...			X	Accounts Rec...		
Payment	01/01/2020	1033	810 Meadworks LLC			X	Accounts Rec...		
Payment	01/08/2020	1564	Shirt Factory Cafe			X	Accounts Rec...		
Payment	01/13/2020	6208	Gallo's Hauling			X	Accounts Rec...		
Payment	01/13/2020	1095	Laura Loxley Vinta...			X	Accounts Rec...		
Payment	01/13/2020	4192	DC Hauling			X	Accounts Rec...		
Payment	01/13/2020	2994...	39 North Main Stre...			X	Accounts Rec...		
Payment	01/13/2020	1228	Fastfitness for Wo...			X	Accounts Rec...		
Deposit	01/13/2020	1222	Fastfitness for Wo...	Deposit		X	Checking Key...		
Deposit	01/13/2020	1033	810 Meadworks LLC	Deposit		X	Checking Key...		
Deposit	01/13/2020	1564	Shirt Factory Cafe	Deposit		X	Checking Key...		
Deposit	01/13/2020	6208	Gallo's Hauling	Deposit		X	Checking Key...		
Deposit	01/13/2020	1095	Laura Loxley Vinta...	Deposit		X	Checking Key...		
Deposit	01/13/2020	4192	DC Hauling	Deposit		X	Checking Key...		
Deposit	01/13/2020	2994...	39 North Main Stre...	Deposit		X	Checking Key...		
Deposit	01/13/2020	1228	Fastfitness for Wo...	Deposit		X	Checking Key...		
Payment	01/24/2020	6732	Rachel & Rob's Wi...			X	Accounts Rec...		
<b>Total Undeposited Funds</b>									
<b>Loan Rec. - ST</b>									
Less Current Portion of L/R									
General Journal	12/31/2019	Insuff...		adjust to cur...			Loan Rec. - ST		
<b>Total Less Current Portion of L/R</b>									
Loan Rec. - ST - Other									
General Journal	12/31/2019	Insuff...		adjust to cur...			Less Current ...		
<b>Total Loan Rec. - ST - Other</b>									
<b>Total Loan Rec. - ST</b>									
<b>Revolving Fund Rec-GOSC</b>									
39 North Main Street Inc-Frosty									
Invoice	12/01/2019	3364	39 North Main Stre...	Principle Pa...	GOSC		Accounts Rec...		
Invoice	01/01/2020	3448	39 North Main Stre...		HUD		Accounts Rec...		
<b>Total 39 North Main Street Inc-Frosty</b>									
810 Meadworks LLC									
Invoice	12/01/2019	3376	810 Meadworks LLC	Principle Pa...	GOSC		Accounts Rec...		
Invoice	01/01/2020	3460	810 Meadworks LLC	Final Payme...			Accounts Rec...		
<b>Total 810 Meadworks LLC</b>									
DC Hauling									
Invoice	12/01/2019	3407	DC Hauling	Principle Pa...	GOSC		Accounts Rec...		
Invoice	01/01/2020	3461	DC Hauling		HUD		Accounts Rec...		
<b>Total DC Hauling</b>									
FastFitness for Women Inc. 2013									
Invoice	12/01/2019	3447	Fastfitness for Wo...	Principle Pa...	GOSC		Accounts Rec...		
Invoice	01/01/2020	3473	Fastfitness for Wo...		HUD		Accounts Rec...		
<b>Total FastFitness for Women Inc. 2013</b>									
Gallo's Hauling									
Invoice	12/01/2019	3418	Gallo's Hauling	Principle Pa...	GOSC		Accounts Rec...		
Invoice	01/01/2020	3486	Gallo's Hauling	Principle Pa...	HUD		Accounts Rec...		
<b>Total Gallo's Hauling</b>									
Laura Loxley Vintage Insp Goods									
Invoice	12/01/2019	3438	Laura Loxley Vinta...	Principal Pa...	GOSC		Accounts Rec...		
Invoice	01/01/2020	3497	Laura Loxley Vinta...	Principle Pa...	HUD		Accounts Rec...		
<b>Total Laura Loxley Vintage Insp Goods</b>									



11:13 AM

03/24/26

Accrual Basis

**Orleans County Local Development Corporation  
Transaction Detail by Account**

December 2019 through January 2020

Type	Date	Num	Name	Memo	Class	Clr	Split	Act. Cost	Act. Sales Price
<b>Rachel &amp; Rob's Wildwood Camp 08</b>									
Invoice	12/01/2019	3430	Rachel & Rob's Wi...	Principal Pa...	GOSC		Accounts Rec...		
Invoice	01/01/2020	3509	Rachel & Rob's Wi...	Principle Pa...	HUD		Accounts Rec...		
<b>Total Rachel &amp; Rob's Wildwood Camp 08</b>									
<b>Shirt Factory Cafe</b>									
Invoice	12/01/2019	3388	Shirt Factory Cafe	Principle Pa...	GOSC		Accounts Rec...		
Invoice	01/01/2020	3522	Shirt Factory Cafe	Principle Pa...	HUD		Accounts Rec...		
<b>Total Shirt Factory Cafe</b>									
<b>Total Revolving Fund Rec-GOSC</b>									
<b>Due to OCEDA/LDC</b>									
General Journal	12/31/2019	per a...		per auditor			-SPLIT-		
<b>Total Due to OCEDA/LDC</b>									
<b>Retained Earnings</b>									
Closing Entry	12/31/2019								
<b>Total Retained Earnings</b>									
<b>Interest Income</b>									
<b>Interest Income-Bank</b>									
Deposit	01/31/2020			Interest	HUD		Checking Key...		
Deposit	01/31/2020			Interest	LDC		HSBC Saving...		
<b>Total Interest Income-Bank</b>									
<b>Total Interest Income</b>									
<b>RLF Income-HUD</b>									
<b>Unrestricted</b>									
Invoice	01/01/2020	3448	39 North Main Stre...	RLF Loan In...	HUD		Accounts Rec...		
Invoice	01/01/2020	3460	810 Meadworks LLC	RLF Loan In...	HUD		Accounts Rec...		
Invoice	01/01/2020	3461	DC Hauling	RLF Loan In...	HUD		Accounts Rec...		
Invoice	01/01/2020	3473	Fastfitness for Wo...	RLF Loan In...	HUD		Accounts Rec...		
Invoice	01/01/2020	3522	Shirt Factory Cafe	RLF Loan In...	HUD		Accounts Rec...		
<b>Total Unrestricted</b>									
<b>Total RLF Income-HUD</b>									
<b>Professional Fees</b>									
<b>Accounting</b>									
Check	01/10/2020	109	Roush C.P.A. PC	Accounting ...	HUD		Checking Key...		
<b>Total Accounting</b>									
<b>Consulting</b>									
Check	01/24/2020	111	Orleans Economic...	Activlty Log ...	HUD		Checking Key...		
<b>Total Consulting</b>									
<b>Legal Fees</b>									
Check	01/31/2020	112	HurwitzFine, P.C.	Legal Fees ...	HUD		Checking Key...		
<b>Total Legal Fees</b>									
<b>Professional Fees - Other</b>									
Check	01/03/2020	107	Orleans County Cl...	ounty UCC ...	HUD		Checking Key...		
<b>Total Professional Fees - Other</b>									
<b>Total Professional Fees</b>									
<b>Program Expense</b>									
Check	01/24/2020	110	GMS	Year-To-Dat...	HUD		Checking Key...		
Check	01/31/2020	113	C&H PC Inc.	GMS Upgra...	HUD		Checking Key...		
<b>Total Program Expense</b>									
<b>Travel &amp; Ent</b>									
<b>Meals</b>									
Check	01/03/2020	108	Key Bank	Meals	HUD		Checking Key...		
<b>Total Meals</b>									
<b>Total Travel &amp; Ent</b>									
<b>TOTAL</b>									

# 2025 OCLDC Board

Updated 03/27/25

<u>Member/Office</u>	<u>Slot Filled/Address</u>	<u>Telephone/Email/Appointment/Term</u>
Kathy Blackburn Secretary	901 West Center Street Medina, NY 14103 Business Representative – Western	585-734-5801 <a href="mailto:kblackbu@rochester.rr.com">kblackbu@rochester.rr.com</a> Appointed by: OCLDC Term: As Appointed
Skip Draper	210 William Street Medina, NY 14103 At Large	585-798-7055 <a href="mailto:skipdraper@verizon.net">skipdraper@verizon.net</a> Appointed: by OCLDC Term: As Appointed
William Eick	10471 Freeman Road Medina NY 14103 Orleans County Legislature	585-733-7797 <a href="mailto:Bill.Eick@orleansny.com">Bill.Eick@orleansny.com</a> Appointed by: Legislature Term: As Appointed
John Misiti Chairman	10894 Ryan Road, Medina, NY 14103 Member COIDA Board	585-798-3327 <a href="mailto:JMisiti@rochester.rr.com">JMisiti@rochester.rr.com</a> Appointed: by COIDA Term: As Appointed
Fred Miller Vice Chairman	5 Linwood Avenue, Albion NY 14411 At Large	585-590-0437 <a href="mailto:Fred.Miller@orleansny.com">Fred.Miller@orleansny.com</a> Appointed by: OCLDC Term: As Appointed
Laura Bentley Treasurer	13936 Route 31 Albion, NY 14411 Business Representative – Central  Business Representative – Eastern	585-589-9610 <a href="mailto:laura@bentleybrosinc.com">laura@bentleybrosinc.com</a> Appointed by: OCLDC Term: As Appointed  Appointed by: OCLDC Term: As Appointed
<hr/>		
<b>Staff</b>		
Matt Holland Manager	121 North Main Street, Albion NY 14411	585-589-7060 <a href="mailto:mholland@orleansdevelopment.org">mholland@orleansdevelopment.org</a> Appointed by: OCLDC Term: As Appointed
Michael Dobell CEO/CFO; Procurement Officer	121 North Main Street, Albion NY 14411	585-589-7060 <a href="mailto:jwhipple@orleansdevelopment.org">jwhipple@orleansdevelopment.org</a> Appointed by: OCLDC Term: As Appointed
Kevin Zanner OCLDC Counsel	1300 Liberty Building, Buffalo NY 14202	716-849-8900 <a href="mailto:kjz@hurwitzfine.com">kjz@hurwitzfine.com</a> Appointed by: OCLDC Term: As Appointed

# Orleans County Local Development Corporation

121 North Main Street  
Albion, NY 14411

Office: (585) 589-7060  
Fax: (585) 589-5258

## 2025 Committee Structure

Adopted: 03/27/25

### Finance/Loan Committee

Laura Bentley  
Kathy Blackburn  
Skip Draper  
John Misiti

### Audit Committee

Skip Draper  
Laura Bentley  
Kathy Blackburn  
John Misiti  
William Eick  
Fred Miller

### Governance Committee

Skip Draper  
Laura Bentley  
Kathy Blackburn  
John Misiti  
William Eick  
Fred Miller

Approved:

**2024 New York State Local Public Authority Mission Statement and Measurement Report**  
**Orleans County Local Development Corporation**

**Local Public Authority Name:** Orleans County Local Development Corporation

**Fiscal Year:** January 1, 2025 – December 31, 2025

**Enabling Legislation:** The Corporation is a not-for-profit corporation as defined in subparagraph (a)(5) of Section 102 of the Not-for-Profit Corporation Law formed for the purposes set forth in Section 1411 of the Not-For-Profit Corporation Law. The Corporation is a Type C corporation as defined in Section 201 of the Not-for-Profit Corporation Law.

**Mission Statement:** The mission of the OCLDC is to work with Orleans County residents and businesses to promote additional employment, to maintain and encourage job opportunities and business development, to instruct or train individuals to improve or to develop their capabilities for jobs and business development and to enhance the general prosperity and the economic welfare of the people of Orleans County.

**2025 Measurements:**

1. Provide Orleans County residents with microenterprise business Grants.
  - a. Goal -5 per year
2. Provide Orleans County residents instruction or training to improve or to develop their capabilities for jobs and business development.
  - a. Goal - 10 residents per year
3. Provide Orleans County residents with programs to enhance the general prosperity and the economic welfare of the people of Orleans County.
  - a. Goal - 1 in force per year

**Authority Stakeholder(s):** Orleans County

**Authority Beneficiaries:** The residents of Orleans County

**Authority Customers:** The business community and residents of Orleans County

**Authority self-evaluation of prior year performance** (based upon established measurements):  
To be provided by March 31, 2026 related to 2025 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/No**
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.

Approved:

Board of Directors Response: **Yes/No**

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/No**

# Orleans County Local Development Corporation

121North Main Street  
Albion, NY 14411

Office: (585) 589-7060  
Fax: (585) 589-5258

## 2024 Year End Report

Updated: 03/04/25

### ▪ **OCLDC-Orleans Local Development Corporation.**

The OCLDC mission is to work with Orleans County residents to promote additional employment, to maintain and encourage job opportunities and business development. To instruct or train individuals to improve or to develop their capabilities for jobs and business development. To enhance the general prosperity and the economic welfare of the people of Orleans County.

- Funding
  - Secured \$300,000.00 in new funding for MAP grantees
- Training
  - Revamped Micro Enterprise Program
  - Fall 2024 Class – 13 Orleans County participants
- Grants
  - Serenity Spa-\$35,000