

Board Meeting Minutes
Orleans Land Restoration Corporation

February 16, 2024

121 N Main St 2nd Floor Albion NY
Board Room
9:00 am

Directors Present:

John Misiti, Chairman
Craig Tuohey, Assistant Secretary
John Fitzak, Treasurer
Jeff Martin, Director
Skip Draper, Vice Chairman

Directors Absent:

Ed Urbanik, Secretary
Carol D'Agostino, Assistant Treasurer

Also Present:

Michael Dobell, CEO/CFO
Gabrielle Barone, Vice President Business Development
Matt Holland, Admin/MAP Manager
Kevin Zanner, Hurwitz Fine P.C., Legal Counsel

I. Roll Call- The meeting was called to order by John Misiti at 9:52 a.m. Matt Holland called the roll. Board members John Misiti, Craig Tuohey, John Fitzak, Skip Draper, and Jeff Martin were present, constituting a quorum of the Board.

II. Approval of Previous Board Minutes January 12th, 2024---The January 12th, 2024 Board meeting minutes were reviewed. A motion was made by John Fitzak to approve the meeting minutes as presented, seconded by Craig Tuohey. Motion unanimously carried.

III. OLRC Financials

OLRC Monthly Financial Report--- Michael presented the Financial Report for the month ending January 31st, 2024.

A motion to accept the OLRC Monthly Financial Report was made by John Fitzak and seconded by Craig Tuohey. Motion unanimously carried.

- IV. Legal**— Kevin Zanner presented a brief report regarding the NYSEDC conference that was held in Albany on February 13th and 14th.
- V. Operations Report—Facilities/Sites**—No report.
- VI. Old Business**---None.
- VII. New Business** –

Recommend or Not Recommend the Approval of Guidelines and Policies

-Investment Policy

Michael presented OLRC investment policy. No changes were proposed to the investment policy. Craig Tuohey made a motion to approve the investment policy as presented, seconded by John Fitzak, and unanimously carried.

-Real Property Acquisition

Michael presented the OLRC real property acquisition policy. No changes were proposed to the real property acquisition policy. Skip Draper made a motion to approve the real property acquisition policy as presented, seconded by Jeff Martin, and unanimously carried.

-Property Disposal Guidelines

Michael presented the OLRC property disposal guidelines. No changes were proposed to the property disposal guideline. Craig Tuohey made a motion to approve the property disposal guidelines as presented, seconded by John Fitzak, and unanimously carried.

-Procurement Policy

Michael presented the OLRC procurement policy. No changes were proposed to the procurement policy. Skip Draper made a motion to approve the procurement policy as presented, seconded by John Fitzak, and unanimously carried.

Recommend or Not Recommend the Approval of the Governance Committee Charter

Michael reviewed OLRC Governance Committee charter. No changes were proposed to the charter. John Fitzak made a motion to approve the Governance Committee charter as presented, seconded by Jeff Martin, and unanimously carried.

Recommend or Not Recommend the Approval of the 2023 Property Report

Michael reviewed OLRC 2023 Property Report. The property report is a component of the PARIS report. There were no new sales or changes to add to the report from 2023. Skip Draper made a motion to approve the property report, seconded by John Fitzak, and unanimously carried.

- VIII. Executive Session**---None.

IX. Adjournment

Craig Tuohey made a motion to adjourn the meeting subject to the Chairman's recall. The motion was seconded by Skip Draper and unanimously carried at 10:00 a.m.

Respectfully Submitted,

Matt Holland