



Wyoming County Business Center, Inc.
Board of Directors Meeting, Tuesday, December 20, 2018, 3:00 p.m.
Wyoming County Agriculture and Business Center
Second Floor Conference Room
36 Center Street, Warsaw, New York
(Please call 786-3674, if you cannot attend, thank you)

Directors: Rick Fish, Chairman, Sam Gullo, Vice-Chairman, Jeremy Satchell, Treasurer, Dan Leuer, Secretary and Jim Brick

President: Jim Pierce

AGENDA

1. Call the meeting to order.
2. Review and approval of the minutes of July 17, 2018
3. Review and approval of the financial report ending November 2018
4. Annual Board Compliance Items

Confirmation of WCBC officers as per By-Laws.

- Appointment of Committees (Governance, Finance/Audit)
- Adjourn WCBC Board meeting

Convene Governance Committee for WCBC

Review/re-adopt policies and By-Laws per PAAA.

- Procurement Policy
- Disposition of Real Property Guidelines
- Real Property Acquisition Policy
- New Policy Considerations

Convene Finance/Audit Committee for WCBC

- Review/Recommend preliminary budgets for WCBC for purposes of PARIS reporting
- Review/re-adopt policy for the Investment Policy

- Adjourn Governance & Finance/Audit Committees
- Reconvene WCBC Board Meeting

Act on Governance & Finance/Audit Committee recommendations

5. Review and Approve Annual Report
6. Updates
 - A. Micro Loan Portfolio
 - B. FastTrac
 - C. Business Attraction
7. Action Items
 - A. Authorize contract with the IDA for administration of the WCBC \$20,000
 - B. Authorize contract with the IDA to receive \$20,000 for business attraction marketing
 - C. Authorize contract with Wyoming County to receive \$60,000 for economic development services
 - D. Authorize annual membership with Invest Buffalo Niagara for business recruitment-\$5,000
 - E. Consider a loan request from Invictus Barber and Brand, a new startup planned for Attica
8. Other Business
9. Next Meeting-TBD