

WYOMING COUNTY BAC BOARD MEETING MINUTES

The WCBAC Board of Directors met on February 20, 2020 at 3:30 p.m. at the Wyoming County Agriculture and Business Center, 36 Center Street Warsaw, New York 14569.

1. Roll call to establish quorum

Chairman, Mark Dadd, called the meeting to order at 3:50 p.m., in attendance were: Mark Dadd, Chairman; Rebecca Ryan, Treasurer; Sandra Pirdy, Secretary; E. Joseph Gozelski, Director; Thomas McCormick, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; and Kevin Zanner, Hurwitz & Fine, Agency Counsel.

Attending by telephone: James Hardie, Director

Absent: A. Doug Berwanger, Vice-Chairman

2. Administrative

A. Review/approve minutes from January 16, 2020 Board Meeting

The minutes from the January 16, 2020 Board Meeting were reviewed. A motion was made to accept the minutes by T. McCormick. The motion was seconded by S. Pirdy and unanimously carried.

B. Review and approve Financial Statements January 2020

R. Marschilok presented the financial reports from January 2020. After review the Board approved the financial report on a motion made by R. Ryan. The motion was seconded by S. Pirdy and unanimously carried.

Pierce made a special note to inform the Board that Byrncliff, Inc. has paid their note in full.

3. Action Item

A. Authorization to apply for an Office of Community Renewal Micro Enterprise Grant

Pierce asked for authorization from the Board to apply for a Micro Enterprise Grant through the NYS Office of Community Renewal. Pierce stated that the grant would be up to \$200,000 and would be used to fund small businesses with awards up to \$20,000. Other neighboring counties have applied and recently been awarded this type of grant for their small business programs. The process would be competitive with the business applicants needing to meet a list of criteria to be considered for the funds. In order for the WCBAC to apply for the grant the County would be asked to be the grant recipient. The WCBAC would be the sub-recipient and administrator of the program and would have to engage a grant writer. The Board agreed and authorized Pierce to move forward with the process of applying for the Micro-

Enterprise Grant on a motion made by S. Piridy. The motion was seconded by J. Gozelski and unanimously carried.

4. Other Business

Pierce briefly updated the Board on the status of the Williams Opera House project in Attica stating that the contractor is installing pillars to strengthen the 1st and 2nd floors in an effort to stabilize the building since it received extensive damage during a wind storm in January.

Pierce discussed with the Board the concern brought to his attention by the Wyoming County Business Center Board (“WCBC”) regarding the cost of the annual audit. The WCBC would like to consider getting quotes from other auditing firms for all three E.D. entities. Pierce asked the Board if there was a concern for the audit costs of the WCIDA and the WCBAC and if they would also like to retain quotes from other firms. The Board agreed it would be a good exercise to check the cost of other firm’s services but would be cautious in making a move because of the longstanding relationship and history of the agencies with Freed Maxick. Agency Counsel suggested he could check with other IDA’s and see if the price we pay is comparable to others.

5. Next Meeting

The next scheduled meeting is March 19, 2020, 3:00 p.m. immediately following the WCIDA Board of Director’s Meeting.

6. Adjournment:

The meeting was adjourned at 4:10 p.m. on motion by J. Gozelski. The motion was seconded by R. Ryan and unanimously carried.

Minutes prepared by: R. Marschilok