

**MINUTES OF THE MEETING OF THE  
CORTLAND COUNTY BUSINESS DEVELOPMENT CORPORATION**

**September 12, 2016**

Chairman Michael McMahon called the meeting of the Directors of the Cortland County Business Development Corporation to order at 12:50 p.m. on Monday, September 12, 2016 at 37 Church Street, Cortland, New York.

**I. ROLL CALL AND CALL TO ORDER**

**The following directors were present:**

Johanna Ames	Paul Dries
Jason Hage	Carl Haynes
Michael McMahon	Matthew McSherry
John Reagan	Steve Servies
John Shirley	Bradley Totman

**The following staff was present:**

Garry VanGorder, Executive Director	Karen Niday, CFO
Sandy Griep, Office Manager	John Sidd, Esq.

**The following media was present:**

Peter Blanchard, The Cortland Voice

**The following guests was present:**

Bob Haight, Chamber of Commerce

- II. Approval of Minutes:** August 2016 minutes were approved, the motion was made by Michael McMahon and seconded by Matthew McSherry. All were in favor, none opposed, and the motion was carried.

**III. New Business**

- **2017 Budget** – Mike McMahon reported that executive committee met to discuss the budget and made their recommendations that are before them as they were handed out at the beginning of this meeting. All straight forward.

John Reagan did want to make a change to show a new line item “Business Project Assistance Grant” this money is the result of the income from the Village of Homer Microenterprise Grant in the amount of \$32,000. After a brief discussion Mike McMahon made the motion to approve the 2017 budget with the amended line item, the motion was seconded by Carl Haynes. All were in favor, none opposed, and the motion was carried.

IV. **Reports**

**Financials** - Karen reported the financials are all in order. There were no major issues or concerns. All routine expenses with the exception of the purchase of a new company laptop. The CHAR990 form was successfully submitted with the state.

**Revolving Loans** – Payments have been coming in and paid by the end of the month. Karen noted that she has been working with a few new potential applicants.

**Directors Report** – was presented as enclosed in the board books.

V. **Adjourn** – A motion was made by Mike McMahon and seconded by Brad Totman to adjourn at 1:04 p.m. All were in favor, none opposed.

Respectfully submitted

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Secretary  
John Shirley

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Chairman  
Michael McMahon