

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

November 14, 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, November 14, 2016 at 37 Church Street, Cortland, New York.

I. ROLL CALL AND CALL TO ORDER

The following directors were present:

Dave Brandstadt	Michelle Brooks
Stephen Compagni	Paul Dries
Jason Hage	Michael McMahon
Matthew McSherry	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	Tyrone Heppard, Cortland Standard
Brad Smith, WXHC	

II. Approval of Minutes: September 2016 minutes were approved, the motion was made by Michael McMahon and seconded by Jason Hage. All were in favor, none opposed, and the motion was carried.

III. Reports

Financials - Karen reported the financials are all in order. There were no major issues or concerns. All routine expenses are in line with the budget. We did receive the final installment for the year from the County.

Revolving Loans – Payments have been coming in and paid by the end of the month.

Directors Report – Garry reported to the board that he wanted to acknowledge the unemployment numbers have shown improvement from over a year ago. Also discussed were items that were enclosed in the board books.

IV. Adjourn – A motion was made by Mike McMahon and seconded by John Shirley to adjourn at 12:10 p.m. All were in favor, none opposed.

Respectfully submitted

Secretary
John Shirley

Chairman
Michael McMahon