

## AGENDA

Cortland County Business Development Corp. Meeting  
Monday, January 9, 2017  
12:00 pm  
37 Church Street, Cortland, New York

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
  - Loan Application
- V. Reports
  - Audit Committee
- VI. Adjourn

## AGENDA

**Cortland County Business Development Corporation Meeting**  
**Monday, February 13, 2017**  
**12:00 pm**  
**37 Church Street, Cortland, New York**

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
  - Procurement Report
  - Investment Report
  - Real Property Report
- V. Old Business
  - Rainbow Revolving Loan
- VI. Reports
  - Financial Report
  - Directors Report
- VII. Adjourn

## AGENDA

Cortland County Business Development Corp. Meeting  
Monday, March 13, 2017  
12:00 pm  
37 Church Street, Cortland, New York

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
  - Audited Financial Statements
- V. Old Business
- VI. Reports
  - Financial Report
  - Directors Report
- VII. Adjourn

NO Meeting  
was held in  
April

## AGENDA

Cortland County Business Development Corp. Meeting

Monday, May 8, 2017

12:00 pm

37 Church Street, Cortland, New York

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
- V. Reports
- VI. Adjourn

## AGENDA

Cortland County Business Development Corp. Meeting  
Monday, June 12, 2017  
12:00 pm  
37 Church Street, Cortland, New York

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
  - Higgins Supply Training Request
  - Revolving Loan Policy Update
- V. Old Business
- VI. Reports
  - Financial Report
  - Directors Report – will be provided at meeting
- VII. Adjourn

No  
Meeting in  
July

## AGENDA

Cortland County Business Development Corporation  
Monday, August 14, 2017  
12:00 pm  
Gutchess Lumber Conference Room

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
  - Revolving Loan Policy Amendments
  - Authorization to pay NYALT Easement Fee
- V. Reports
  - Finance Report
  - Executive Director's Report
- VI. Adjourn

## AGENDA

**Cortland County Business Development Corporation**  
**Monday, September 11, 2017**  
**12:00 pm**  
**37 Church St. Conference Room**

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
  - Review/approval of 2018 budget
- V. Reports
  - Finance Report
  - Executive Director's Report
- VI. Adjourn

No  
Meeting in  
October

## AGENDA

Cortland County Business Development Corporation  
Monday, November 13, 2017  
12:00 pm  
37 Church Street Cortland

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
- V. Reports
  - Finance Report
  - Executive Director's Report
- VI. Adjourn

## AGENDA

Cortland County Business Development Corp.

Monday, December 11, 2017

12:00 P.M.

37 Church Street, Cortland, New York

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- I. Roll Call
- II. Approval of Minutes
- III. Correspondence
- IV. New Business
  - Adopt amended corporation policy
  - Readopt policies
  - Reappoint Board Members
  - Reappoint Officers
    - Chairman
    - Vice-Chairman
    - Secretary
    - Treasurer
    - CEO
    - CFO
  - Reappoint committees
    - Finance
    - Governance
    - Audit
    - Personnel
    - Revolving Loan
  - Appoint Signatories
- V. Reports
  - Financial Reports
  - Directors Report (Year in Review)
- VI. Adjourn