



# Cortland County

## Business Development Corporation

### Minutes

for the regular meeting of the Members of the Cortland County Business Development Corporation

**July 14, 2025 – Noon**  
**40-42 Main Street, Suite A, 2<sup>nd</sup> Floor Cortland New York, 13045**

Roll Call – Chairman McMahon called the meeting to order at 12:00pm.

Michael McMahon	<u>Chairman</u>	Present
Stephen Compagni	<u>Vice Chairman</u>	Absent
Clint Brooks	<u>Secretary</u>	Present
Deborah Hayden	<u>Treasurer</u>	Present
Dr. Amy Kremenek	<u>Director</u>	Present
Donald Richards	<u>Director</u>	Present
Dr. Kathleen Burke	<u>Director</u>	Absent
Jason Hage	<u>Director</u>	Present
William McGovern	<u>Director</u>	Present
Paul Dries	<u>Director</u>	Present
Renee Neiderman	<u>Director</u>	Present
Robert Edwards	<u>Director</u>	Present
Andy Fox	<u>Director</u>	Present
Melanie Vilardi	Executive Director	Present
Andrea Skeels	Chief Financial Officer	Present
Ashley Riehlman	Community Relations Specialist	Present
John Sidd	Agency Council	Present
Matt Whitman	Director of Rural Housing Institute	Present
Marie Weiss	Carpenters Union	Present
Jim Gosier	Byrne Dairy Representative	Present
Dan Wood	Byrne Dairy Representative	Present



**Approval of Minutes** – June 16, 2025 – Chairman McMahon made a motion to approve the minutes as presented. Mr. Richards seconded the motion, All voting in favor. None opposed.

## **New Business**

Matt Whitman – Rural Housing Institute (“RHI”) presented the following:

- RHI would like to purchase 64 Pendleton Street in Cortland for a daytime center for the unhoused population and is requesting a loan from the BDC for \$160,000.
- Data from the operations of the Grace Space, the temporary location for the daytime center from November 2024-April 2025, is as follows:
  - 911 calls have decreased by 34%;
  - 500 referrals were processed while averaging 40-50 check ins daily.
- The building would operate Monday-Friday during daytime hours, offering food, lockers, and services in one location.

Chairman McMahon motioned for the loan proposal to be delegated to the Revolving Loan Fund Committee. Mr. Richards seconded. All in favor. None opposed.

## **Monthly Reports**

- Finance Report – Mrs. Skeels reports business as usual.
- Revolving Loan Fund
- Director’s Report

**Adjourn** – Meeting adjourned at 12:32pm.