



Cortland County

Business Development Corporation

Minutes of the Board of Directors Meeting

November 12th, 2024 – Noon

40-42 Main Street, Suite A, 2nd Floor Cortland New York, 13405

Roll Call – Chairman McMahon called the meeting to order at 12:35 PM

Michael McMahon	<u>Chairman</u>	<u>Present</u>
Stephen Compagni	<u>Vice Chairman</u>	<u>Present</u>
Clint Brooks	<u>Secretary</u>	<u>Present</u>
Deborah Hayden	<u>Treasurer</u>	<u>Present</u>
Amy Kremeneck	<u>Director</u>	<u>Absent</u>
Donald Richards	<u>Director</u>	<u>Present</u>
Dr. Kathleen Burke	<u>Director</u>	<u>Present</u>
Jason Hage	<u>Director</u>	<u>Present</u>
Jerry Contento Jr.	<u>Director</u>	<u>Absent</u>
Johanna Ames	<u>Director</u>	<u>Absent</u>
Renee Neiderman	<u>Director</u>	<u>Present</u>
Paul Dries	<u>Director</u>	<u>Absent</u>
Robert Edwards	<u>Director</u>	<u>Present</u>
Brendan O'Bryan	Executive Director	<u>Present</u>
John Sidd	Counsel-Hancock Estabrook LLP	<u>Present</u>
Andrea Skeels	Director of Finance and Special Projects	<u>Present</u>



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Marie Weiss	Marie Weiss Carpenters Local 277	<u>Remote</u>
Steve Terwilliger	AK Community/ Kajen LLC	<u>Present</u>
Scott Hourigan	Intern – Binghamton University	<u>Present</u>

AGENDA

Approval of Minutes – September 9th, 2024, Chairman McMahon moved the minutes as presented, Mr. Hage seconded the motion; all voting in favor, none opposed.

New Business

Review/Discussed BDC Conflict of Interest Policy considering the hiring of the Director of Finance and Special Projects position. All agreed that the current policies remain adequate and appropriate.

Chairman McMahon presented a motion to approve the new slate of signatories for all BDC Accounts. These changes include; adding Andrea Skeels (Director of Finance and Special Projects), removing Chairman McMahon, and continuing with Members Ms. Hayden, Mr. Brooks and Executive Director Brendan O'Bryan. Chairman McMahon moved the motion with Mr. Compagni seconded; all voting in favor, none opposed.

Monthly Reports

- Finance Report – Ms. Skeels reviewed the monthly financial reports.
- Revolving Loan Fund – Ms. Skeels reviewed the status of the Revolving Loan Fund.
- Director's Report – will be presented during the IDA session

Adjourn – The meeting was adjourned at 12:38 PM