



# Cortland County

Business Development Corporation

**MINUTES of the Board of Directors Meeting**  
**December 15, 2020 – Noon**  
**40-42 Main Street, Suite A, 2<sup>nd</sup> Floor Cortland New York, 13405**

**A regular meeting of Cortland County Business Development Corporation was convened in public session via the online web-based Zoom video and audio conference platform in accordance with Executive Order No. 202.1 issued by the Governor of the State of New York on March 12, 2020, as thereafter extended.**

Roll call was taken, and a quorum was present:

Mike McMahon, chairman  
Stephen Compagni, vice chair  
Kathleen Burke, Director  
Johanna Ames, Director  
Jason Hage, Director  
Clint Brooks, Director  
Paul Dries, Director  
Lori Law, Director  
Jerry Contento, Director  
Dan Mones, Director

Staff:

Garry VanGorder, Executive Director, CEO  
Karen Niday, CFO

John Sidd, counsel to the BDC

Minutes

Minutes for the BDC's November 9 meeting were reviewed and a motion to approve was made by Mike McMahon and seconded by Jason Hage. All in favor.

2021 Policies

Mr. VanGorder reported that minor changes are proposed for certain BDC policies (Development Policy, Investment Policy, Personnel and Whistleblower Policy, and Record Retention and Disaster Recovery Practices Policy) in advance of approving them for 2021. The changes were forwarded to the governance committee for review and comment. Hearing no comments, Mr. McMahon made a motion to approve them and all the other unchanged policies for 2021. That motion was seconded by Jason Hage. All were in favor.



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### Committee Appointments

Annual appointments to BDC committees were proposed as follows:

Audit – John Reagan, Jerry Contento, Paul Dries, Clint Brooks

Finance – John Reagan, Lori Law, Johanna Ames, Jason Hage

Governance – Kathleen Burke, Dan Mones, Orinthea Montigue, Steve Servies

Personnel – Stephen Compagni, Lori Law, Orinthea Montigue, Steve Servies

Revolving Loan – Johanna Ames, Jason Hage, Dan Mones, Mike McMahon, Kathleen Burke

### Signatories to be reauthorized are:

Mike McMahon, Chairman

John Reagan, Treasurer

Garry VanGorder, Executive Director/CEO

Karen Niday, CFO

### Proposed Officers for 2021:

Mike McMahon, Chairman

Stephen Compagni, Vice Chairman

Clint Brooks, Secretary

John Reagan, Treasurer

Garry VanGorder, Executive Director/CEO

Karen Niday, CFO

Motion to approve these appointments by Mr. McMahon and seconded by Clint Brooks. All in favor

### Reappoint BDC Directors

Lori Law

Dan Mones

*BDC directors were reappointed by members of the IDA by unanimous roll call vote.*

### Financial Report

Karen Niday presented a summary of BDC financials and reported that all is in order.

### Director's Report

Mr. VanGorder provided a year-end activities and progress report to the board.



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Mr. McMahon made a motion to adjourn at 1:10 p.m. Seconded by Jason Hage. All were in favor.