

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

**February 10, 2020**

Vice Chairman Stephen Compagni called the meeting of the Directors of the Cortland County Business Development Corporation to order at 1:00 p.m. on Monday, February 10, 2020 at 40 Main Street, Cortland, New York.

**I. ROLL CALL AND CALL TO ORDER**

**The following directors were present:**

Johanna Ames	Clint Brooks
Kathleen Burke	Stephen Compagni
Paul Dries	Jason Hage
Lori Law	Dan Mones
Steve Servies	

**The following staff was present:**

Garry VanGorder, Executive Director	Karen Niday, CFO
Sandy Griep, Office Manager	John Sidd, Esq.

**The following guests were present:**

Bob Haight, Chamber of Commerce	Travis Dunn, Cortland Standard
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**II. Approval of Minutes:** December 2019 minutes were approved on a motion made by Jason Hage and seconded by Paul Dries. All were in favor.

**III. New Business:**

**Board Resignation** - Garry reported to the board that John Shirley has resigned from the BDC as he has retired from SUNY Cortland. In his place the County has appointed Kathleen Burke, also from SUNY Cortland. All welcome Kathleen to the board.

**Appoint Board Secretary** – Upon John Shirley’s resignation the board secretary position is now vacant and Clint Brooks has agreed to fill that position. A motion was made to approve Clint as the Board Secretary, seconded by Johanna Ames. All were in favor.

**Board Term Expiration:** Jason Hage and Matt McSherry terms expired 12/31/19. Jason has agreed to stay on the board. Matt McSherry has opted to resign. We will discuss a replacement at the next board meeting.

#### IV. Report Approvals for PARIS

Acquisition and Disposition of Real Property report - Karen reported to the board that she was able to clean up personal property that we no longer own and has been disposed of. And there was no change in Real Property.

Investment Report – as required the annual investment report is enclosed and discussed.

Procurement Report – as required the Procurement Report is enclosed.

A motion was made by Jason Hage and seconded by Paul Dries. All were in favor.

#### V. Reports

**Financials** - Karen reported on her comment of how she has listed the CVB as a sub lessee.

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

##### **Directors Report**

Bio 365 is moving forward, they going into the existing warehouse and also building an addition to the warehouse

Railroad PILOT Payments – per the PILOT agreement payments will be made to the school districts and municipalities.

CFA Award – CNY was a top performer again, and Cortland County will be seeing dollars again.

URI funds – one year left to spend the remaining balance, which has been highly discussed among all communities involved

Cortland County Representatives – Three of our representatives have announced their retirements. Jim Seward, Gary Finch and Barbara Lifton.

Motel Property – Garry has signed the purchase offer for the site, to the Village of Homer.

Ag Celebration Dinner will be held on March 24, 2020 at Tinelli's.

NYALT – Still working on a few loose ends.

VI. **Adjourn** – A motion was made by Stephen Compagni seconded by Clint Brooks to adjourn at 1:15 p.m. All were in favor.

Respectfully submitted

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Secretary  
Clint Brooks

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Chairman  
Michael McMahon