

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

November 13, 2017

Chairman Michael McMahon called the monthly meeting of the Directors of the Cortland County Business Development Corporation to order at 12:30 p.m. on Monday, November 11, 2017 at 37 Church Street, Cortland, New York.

I. ROLL CALL AND CALL TO ORDER

The following directors were present:

Johanna Ames	Clint Brooks
Paul Dries	Jason Hage
Michael McMahon	Orinthia Montague
Steve Servies	John Shirley

The following directors were absent:

Dave Brandstadt	Michelle Brooks
Stephen Compagni	Matthew McSherry
John Reagan	

The following staff was present:

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

The following guests were present:

Eric Mulvihill	Representatives from the Carpenter's Union
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- II. Approval of Minutes:** September 2017 minutes were approved, on a motion by Michael McMahon and seconded by Jason Hage. All were in favor.

III. Reports

Financials - Karen Niday reported the financials are all in order. No concerns at this time. Ms. Niday reported that the last quarter payment from the county has been received.

Karen discussed the RFP's for the annual audits, stating that she had discussed with committee members and they agreed to continue with Insero & Co. Michael McMahon made the motion to approve Insero & Co., with the motion seconded by Jason Hage. All were in favor.

Revolving Loans – all being paid.

Directors Report – was discussed as enclosed in the board books.

IV. **Adjourn** – A motion was made by Michael McMahon and seconded by John Shirley to adjourn at 1:02 p.m. All were in favor.

Respectfully submitted

Secretary
John Shirley

Chairman
Michael McMahon