

To: **WCLDC Board Members**

Re: **Minutes of March 17, 2022 ANNUAL Meeting of the Board of Directors**

Present: Peter McDevitt – Chair
Mike Wild – Vice Chair
Craig Leggett – Treasurer
Gene Merlino – Assistant Treasurer
Robert Landry – Secretary
Travis Whitehead – Director

Absent: Brad Magowan - Director

Guests: Kevin Geraghty – Chairman, Warren County Board of Supervisors
Rachel Seeber – Warren County Supervisor
Robert Terwilliger – Warren County Assistant Attorney

Staff: Jim Siplon - EDC President
John Wheatley – EDC Vice President
Linda Oldenburg - EDC Economic Development Coordinator
Diane Dumouchel – EDC Finance/Compliance Director

On March 17, 2022 the Board of Directors for Warren County Local Development Corporation met via zoom meeting for ANNUAL Meeting of the Members of the Board of Directors at 11:00 a.m. The meeting can also be found on YouTube channel Warren County NY LDC. The following items of business were discussed:

I. **Welcome & Call to Order:** Chair, Peter McDevitt welcomed everyone and called the meeting to order at 11:12 a.m.

II. **Election of Officers:** The first order of business was the election of officers for the WCLDC in 2022. Chair McDevitt advises the proposed officers are Peter McDevitt, Chairman; Mike Wild, Vice Chairman; Craig Leggett, Treasurer; Eugene Merlino, Assistant Treasurer; Robert Landry, Secretary. A motion was made by Assistant Treasurer and seconded by Treasurer Leggett to accept the nomination of the WCLDC Board members and unanimously approved.

III. **Committee Appointments:** Chairman McDevitt proposed the following for 2022 WCLDC Committee Appointments:

Governance Committee

Craig Leggett
Brad Magowan
Travis Whitehead

Audit and Finance Committee

Gene Merlino
Mike Wild
Robert Landry

A motion was made by Treasurer Leggett and seconded by Assistant Treasurer Merlino unanimously approved.

- IV.** **Business Review Committee:** Chairman McDevitt then stated the Business Review Committee members (made up of community banking and financial leaders) continue as Mike Borgos, Tim LaSarlo, Mark Yrsha, Michael Murry and Laura Ladu. A motion to approve them for 2022 was made by Vice Chair Wild and seconded by Treasurer Leggett unanimously approved.
- V.** **Professional Retained & Approved Relationship:** Chairman McDevitt continued with naming the WCLDC Certified Public Accountant is EFPR Group, General Counsel McCarthy Law, Special Counsel Harris Beach, and the Banking Institutions are Glens Falls National Bank and TD Bank. A motion was made by Vice Chair Wild, seconded by Assistant Treasurer Merlino, and unanimously approved.
- VI.** **Annual Report:** Economic Development Coordinator Oldenburg reviewed the Mission & Measurement Report. EDC President Siplon spoke briefly regarding Report of Accomplishment and Projects and Board Performance Evaluations. President Siplon stated the polices remain the same and the board need to re-affirm the polices. A motion was made by Vice Chair Wild seconded by Treasurer Leggett, and unanimously approved.
- VII.** **Approval of Investment Report & Policy:** A motion was made to approve the Investment Report and policy by Director Whitehead seconded by Assistant Treasurer Merlino, and unanimously approved.
- VIII.** **Approval of Procurement Report & Guideline and Disposition of Real Property Guidelines:** A motion was made to approve Procurement report and Guidelines and Disposition of Real Property Guidelines Vice Chair Wild, seconded by Director Whitehead and unanimously approved.
- IX.** **Approval of 2021 Annual Audit Report and PARIS Report:** EDC President Siplon stated the prepopulated report is in a draft format that hasn't been submitted to the State. Director Whitehead had a few questions regarding some of the report and EDC President Siplon replied to each question that was raised by Director Whitehead. A motion was made by Vice Chair Wild, seconded by Treasurer Leggett, and unanimously approved. A motion was then made by Vice Chair Wild, seconded, by Assistant Treasurer Merlino, to accept the 2021 Audited Financial Report and unanimously approved.
- X.** **Approval to name WCLDC "CEO":** A motion was made by Assistant Treasurer Merlino to appoint EDC President Siplon as the WCLDC "CEO", to follow the WCLDC bylaws naming a CEO seconded by Secretary Landry unanimously approved by all.
- XI.** **Adjournment:** Upon no further business to come before the board, a motion was made by Treasurer Leggett seconded by Vice Chair Wild and carried unanimously to adjourn the meeting at 12:09 p.m.