

WYOMING COUNTY BAC BOARD MEETING MINUTES

The WCBAC Board of Directors met on April 14, 2022 at 3:00 p.m. at the Wyoming County Agriculture and Business Center 36 Center Street Warsaw, New York.

1. Roll call to establish quorum

Chairman Dadd, called the meeting to order at 3:49 p.m., in attendance were: Mark Dadd, Chairman; A. Douglas Berwanger, Vice-Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; and E. Joseph Gozelski, Director James Rutowski, Director; Niccole Hastings, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; Scott Gardner, Economic Development Specialist and Evan Bussiere, Hurwitz & Fine, Agency Counsel.

2. Administrative

A. Review/approve minutes from February 10, 2022 Board Meeting

The minutes from the February 10, 2022 Board Meeting were reviewed. A motion was made to accept the minutes by J. Rutowski. The motion was seconded by T. McCormick and unanimously carried.

B. Review and approve Financial Statements from February and March 2022

R. Marschilok presented the financial report from February and March 2022. After review the Board approved the financial reports on a motion made by R. Ryan. The motion was seconded by T. McCormick and unanimously carried.

C. 2021 Audit- Review and Approve

Pierce acknowledged and thanked his staff, Jennifer Tyczka and Robin Marschilok for their hard work and successful audit for 2021. Kathryn Barrett had given the audit report at the IDA Board Meeting previous to the WCBAC Board Meeting. The Board moved to approve the WCBAC Audit Report as presented by Barrett on a motion made by J. Rutowski. The motion was seconded by T. McCormick and unanimously carried.

3. Micro Enterprise Grant Award Recommendation's by the Micro Enterprise Committee

Pierce reviewed the status of the \$300,000 Micro Enterprise Grant, awarded the County from NYS OCR. There was a total of 12 applications received and after complete review and processing of the applications, there are 6 applicants that are moving forward with recommendations from the Grant Committee. The following are the applicants and businesses recommended to receive a \$20,000 grant award:

A. Megan Burley/Burley's Berries and Blooms, Perry. Proposed project is a micro-creamery – Recommended award \$20,000.

- B. Ting Bellamy/Paddle.Sail.Smile, Silver Lake. Proposed project is kayak and small boat rentals-Recommended award \$20,000.**
- C. Amanda Osborn/Dell Collective, Perry. Proposed project is for furnishing and working capital for four air-b-n-b properties-Recommended award \$20,000.**
- D. Michael Piatek/Grace Apiaries LLC, Arcade. Proposed project is for rebranding and marketing the business under his dba “Sun Honey”- Recommended award \$20,000.**
- E. Matthew Darling/DFA Services & Repair, Sheldon. Proposed project is for equipment for his hay business-Recommended award is \$20,000.**
- F. Chris Warriner/Diner on the Run, LLC, Perry. Proposed project is for a mobile food trailer-Recommended award is \$20,000 contingent upon him securing the balance of the funding necessary to start the business.**

After discussion and review of each applicant the Board approved the six requests for the recommended grant awards as described on a motion made by D. Berwanger. The motion was seconded by J. Gozelski and unanimously carried.

- G. Approve grant anticipation notes from the WCBAC revolving loan fund for the approved Micro Enterprise grant awards.**

Pierce also explained to the Board that the grants funds are released as reimbursable and due to the businesses being small start-up businesses the funds needed to do their project are not available. In the past the WCBAC has provided grant anticipation notes for the grantees to allow for the purchases needed. Once the receipts are submitted and the grant funds are drawn down from NYSOCR, the notes are paid back with the grant funds. The Board agreed that this is necessary and passed a resolution granting an anticipation note up to the amount of the grant award for each of the six applicants on a motion made by D. Berwanger. The motion was seconded by J. Gozelski and unanimously approved.

- 4. Other Business** – There was none.
- 5. Next Meeting** – The next meeting of the WCBAC Board is scheduled for May 12, 2022 immediately following the WCIDA Board Meeting.
- 6. Adjournment**
The meeting was adjourned at 4:01 p.m. on motion by J. Gozelski, seconded by N. Hastings and unanimously carried.

Minutes prepared by: R. Marschilok