

FINANCE/AUDIT COMMITTEE MEETING
of the
WYOMING COUNTY BUSINESS CENTER BOARD

Thursday, April 13, 2026, 3:00 p.m. at the
Wyoming County Agriculture and Business Center
36 Center Street Warsaw, New York

Minutes

Chairman Gullo called the meeting to order at 3:11 p.m.

1. Roll call

In attendance were: Scott Gardner, President/CEO; Sam Gullo, Chairman; Dan Leuer, Vice-Chair; Brianna Stone, Secretary; Jim Brick, Treasurer (joined meeting at 3:21); Rick Fish Jr., Director; Robin Marschilok WCIDA, Jennifer Tyczka; and Kevin Zanner, Agency Counsel.

Absent: Rick Fish Jr., Director

Guest: Christopher Johnston, EFPR Group P.C. via Zoom (joined at 3:12, left meeting at 3:23)

2. Administrative

A. Review and Approve Finance and Audit Committee Minutes from March 07, 2025

After review, the Board moved to approve the Minutes from the March 07, 2025, Committee Meeting on a motion made by D. Leuer. The motion was seconded by B. Stone and unanimously carried.

B. 2025 Audit Report -Presentation by Christopher Johnston from EFPR Group LLP

The Chairman invited Chris Johnston to present the Audit Report for 2025 which was completed by EFPR Group, LLP. Johnston stated the financial statement of the WCBC as of 12/31/25 was prepared in accordance with accounting principles generally accepted in the United States of America. Johnston noted that the 2025 Audit was presented fairly, and without any material mis-statement. He then reviewed the Financial Statements highlighting the change in net position from 2024 to 2025 and reported no audit adjustments were made. Johnston noted that the report on internal controls is completed to evaluate control over financial reporting, in which there were no weaknesses or findings identified. He also noted that the Staff was great to work with, making the process of the Audit run smoothly. After his review of the Audit, Johnston asked for questions from the Board, there were none. He thanked the Board and then left the meeting at 3:23 p.m.

3. Recommendations to the Board

A. Approve the 2025 Audit Report

The Committee then moved to recommend to the Full Board the approval of the 2025 Audit Report as presented by Christopher Johnston, EFPR Group on a motion made by J. Brick seconded by D. Leuer and unanimously carried.

B. Approve annual MOU with the IDA for administration of the WCBC for \$30,000.

S. Gardner presented the request for the Committee to recommend authorizing the signing of the MOU for Services with WCIDA. The Committee moved to recommend approval and authorized Gardner to sign the MOU for Services, reflecting the fee of \$30,000, on a motion made by B. Stone. The motion was seconded by D. Leuer and unanimously carried.

C. Approve annual \$5,000 for Invest Buffalo Niagara

Gardner asked the Committee to consider recommending the renewal of the annual investment of \$5,000 for Invest Buffalo Niagara (IBN). Gardner reviewed the services IBN provides and the advantages of being a partner with them. He also holds a seat on the IBN Board of Directors. The Committee moved to recommend the annual investment of \$5,000 to the Full Board on a motion made by B. Stone. D. Leuer seconded the motion and it was unanimously carried.

D. Re-adopt Investment Policy

The Committee moved to recommend to the Full Board, the re-adoption of the Investment Policy on a motion made by J. Brick seconded by D. Leuer and unanimously carried.

E. Review and Approve WCBC Investment Report

The Committee then reviewed the Investment Report for 2025. The Committee moved to recommend to the Full Board the re-adoption of the Investment Report on a motion made by D. Leuer seconded by J. Brick and unanimously carried.

4. Adjourn Finance/Audit Committee Meeting

Having no further items to discuss the Committee adjourned at 3:29 p.m. on a motion made by D. Leuer, seconded by J. Brick unanimously approved.

The Meeting was recorded and may be viewed at the following link:

<https://www.youtube.com/watch?v=PjFwH7Eut5Q>

Minutes prepared by Robin Marschilok