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WYOMING COUNTY BAC BOARD MEETING MINUTES

The WCBAC Board of Directors met on June 13, 2024 at 2:30 p.m. at the Wyoming County Business Center, 36 Center Street Warsaw, New York 14569.

1. **Roll call to establish quorum**

The Chairman called the meeting to order at 3:50 p.m., in attendance were: Mark Dadd, Chairman; A. Douglas Berwanger, Vice-Chairman; Rebecca Ryan, Treasurer; E. Joseph Gozelski, Director; Niccole Hastings, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; Scott Gardner, Economic Development Specialist and Kevin Zanner, Hurwitz & Fine, Agency Counsel.

Absent: Thomas McCormick, Secretary; Jim Rutowski, Director

1. **Administrative**
	1. **Review/approve minutes from April 11, 2024**

The minutes from the April 11, 2024 Board Meeting were reviewed. A motion was made to accept the minutes by D. Berwanger. The motion was seconded by J. Gozelski and unanimously carried.

* 1. **Review and approve financial reports for April and May 2024**

R. Marschilok presented the financial reports from April and May 2024. After review the Board approved the financial reports on a motion made by R. Ryan. The motion was seconded by N. Hastings and unanimously carried.

* 1. **Review and renew MOU between the WCIDA & WCBAC for another five years for administrative services (the annual fee was $75,000 for the last five years).**

Chairman Dadd reminded the Board that the MOU for WCIDA administrative services for the WCBAChasbeen renewed by the WCIDA and he asked that the Board consider renewing the MOU with the same terms.

D. Berwanger moved to approve the renewal of the MOU raising the fee amount to $90,000 annually for a period of three (3) years. The motion was seconded by J. Gozelski and unanimously carried.

1. **Action Item**
	1. **Request by A & A Railroad to Extend the current Grant Anticipation Note for a New NYS DOT Grant for continuation of building out replacement rail.**

J. Pierce reminded the Board of the Grant Anticipation Note approved at the January meeting and added that the A & A Railroad has been awarded an additional grant to continue the same work on an extended portion of the track. The Railroad has asked the Board to consider extended the Grant Anticipation Note to include the additional amount of the new grant. The Board moved to approve the request to amend the original Grant Anticipation Note to include the new NYS DOT Grant for continuation of replacement rail on a motion made by J. Gozelski. The motion was seconded by R. Ryan, and unanimously carried. D. Berwanger abstained from the vote.

1. **Discussion Item**
	1. Update on implementation of the new Micro Enterprise Grant

Pierce updated the Board on the progress of the Micro Enterprise Grant from NYSOCR stating that an RFP for administrative and technical services was submitted and there were 2 proposals received back. The Economic Development Team reviewed the proposals and scored each on the firm’s ability, expertise and costs. H. Sicherman and Co. won the bid and there has been a contract executed for the services. The grant program will make $20,000 grants available to small businesses, of less than 5 employees, with low to moderate income owners or a job created for a low to moderate income employee. We will be rolling out a press release and contacting interested businesses next week.

1. **Other Business** - None
2. **Next Meeting –** July 11, 2024
3. **Adjournment** - The meeting Adjourned at 3:58 p.m. on a motion made by J. Gozelski,

 seconded by R. Ryan and unanimously approved.

A recording of the meeting may be found at: <https://www.youtube.com/watch?v=uDbSRUNXQb8&t=3s>

Minutes Prepared by: Robin Marschilok