



WYOMING COUNTY BUSINESS CENTER BOARD MEETING MINUTES

The WCBC Board of Directors met on July 15, 2026 at 10:00 a.m. at the Wyoming County Agriculture and Business Center, 36 Center Street, 2nd Floor Conference Room, Warsaw, NY 14569.

Roll call to establish quorum.

Chairman, Sam Gullo, called the meeting to order at 10:04 a.m. In attendance were: Scott Gardner, President/CEO; Dan Leuer, Vice Chair; Brianna Stone, Director; Robin Marschilok and Jennifer Tyczka Wyoming County IDA; and Kevin Zanner, Agency Counsel.

Absent: Jim Brick, Treasurer and Rick Fish Jr., Secretary.

Guest: Mark George, Loan Analyst (left the meeting at 10:42 a.m.)

1. Administrative

- a. The minutes from the April 13, 2026 Annual Meeting were reviewed. The minutes were approved on a motion made by B. Stone. The motion was seconded by D. Leuer and unanimously carried.
- b. R. Marschilok presented the financial report for April – June 2026 to the Board. After review, a motion was made by B. Stone to approve the financial report. The motion was seconded by D. Leuer and unanimously carried.

2. Action Items

- a. S. Gardner introduced a Micro-Loan application for Eliza Jane Movement, LLC in the amount of \$20,000 for the Board's review. The applicant has requested the loan to purchase additional equipment at her wellness center business located at 25 South Main Street, Perry. Gardner then asked Mark George, underwriter, to present his analysis of the loan request. The Board then moved into executive session at 10:08 a.m., to discuss the loan request and the applicant's personal financial information on a motion made by B. Stone. The motion was seconded by D. Leuer and unanimously carried.

The Board moved out of executive session at 10:40 a.m. on a motion made by D. Leuer, seconded by B. Stone and unanimously carried.

In regular session, B. Stone made a motion to approve a loan to Eliza Jane Movement, LLC in the amount of \$20,000, at 4% APR, amortized over 5 years, with collateral consisting of security interest on the 4 machines purchased with the WCBC funds and a general security interest on all of the business assets to include equipment, chattel paper, inventory, furniture, fixtures and equipment now owned or hereinafter acquired and the personal guarantee of Eliza Park. The motion was seconded by D. Leuer and unanimously carried.

Following decision by the Board, Mark George left the meeting at 10:42 a.m.

- b. S. Gardner presented to the Board an overview of a “Rural Community Hub” regranting program through the Ralph C. Wilson Jr. Foundation (RWF). Gardner explained that the RWF has made funding available for rural community hubs. This grant would be an opportunity to provide the 8 Villages in Wyoming County with re-grant funding for projects that meet the criteria set by RWF. Program areas would broadly include Capacity Building Needs, Small Business Support, and Bricks and Mortar Implementation. The Board reviewed a memo that Gardner prepared as application for the grant in the amount of \$250,000. If approved, the re-grant program would be managed by the WCBC staff for a period of two years. Gardner asked the Board for authorization to move forward with the request through RWF. The Board authorized that application be submitted to the RWF for a Community Hub grant on a motion made by B. Stone. The motion was seconded by D. Leuer and unanimously carried.
- c. Gardner reviewed the proposed 2027 WCBC Budget request to the Wyoming County. Gardner stated that the proposed budget is similar to past budget requests. The Board suggested that the request be increased with additional funds to be used for new entrepreneurship programming as proposed. The Board moved to approve the 2027 proposed budget requesting \$100,000 in funds from Wyoming County on a motion made by B. Stone. The motion was seconded by D. Leuer and unanimously carried.
- d. The WCBC received a notification of grant award from the Wyoming Foundation in the amount of \$5,000 to be used for the Business Mentorship Program. The Board moved to accept the award on a motion made by B. Stone. The motion was seconded by D. Leuer and unanimously carried.

3. Discussion Items

- a. Gardner explained that our current loan applications do not include questions regarding criminal records. B. Stone added that other financing institutions include questions concerning any conviction of a crime. Although this would not necessarily exclude a person or business from being

eligible for funding through the Microloan or Rapid Start Loan Programs, it should be included on our applications. Staff will update the loan applications with additional questions per the discussion.

Board Member B. Stone left the meeting at 11:11 a.m.

4. Program Updates

- a. **Micro Loan Program** - S. Gardner reported that the Microloans are all on schedule, except for one borrower who has not paid due to a divorce. A default letter was sent March 2026, which was returned as 'no such number' and unable to forward. The borrower did communicate by email requesting the balance due. There has been no activity since. We will continue to pursue the borrower and try to find her location one more time.
- b. **Wyoming County Rapid Start Loan Program** - Gardner stated that two Rapid Start loans we approved and closed in the last three months. Information on both of the borrowers was included in the meeting packet.
- c. **Wyoming County Business Fast Track Program** - Tyczka stated that we are very appreciative of all our sponsors, without whom we couldn't fund the programs. Tyczka has been collaborating with Nick D'Amuro from the Business Education Council to update the application for a high school student to apply for the Wyoming County Business Center Entrepreneur scholarship to attend the Fast Track class. Our new facilitators finished their first session in the spring, using their own program deliverables utilizing AI and modern business tools. Eleven participants graduated on May 19th from the spring class. The fall class will begin on August 25th and runs to October 27th. Ten people are registered currently and the class is full.
- d. **Wyoming County Business Accelerator Academy** - Mike and Jeff Fitch have remained the facilitators for this program. Applied for and awarded a grant from the Key Bank Foundation for the Fall class which runs Sept 2nd through the 23rd, one business is registered to date.
- e. **Wyoming County Business Mentorship Program** - We applied for and received a grant of \$5,000 from the Wyoming Foundation and a Wyoming Foundation client. The Mentorship Program has been growing and has had more participants needing the service.
- f. Tyczka reported data analytics on the viewers and users of the programs on the website.

5. **Other Business** – Scott Gardner gave the following report on WCIDA and economic development activities of interest to the Board. With regard to the hotel project for Arcade, the gas pipeline issue that was assumed to cross the Steele Avenue property

has been resolved. The gas line was located by P.P.P. Future Development, Inc. representatives and it was affirmed that it does not run across the Agency property at 9 Steele Avenue in Arcade. We have not received any applications, and there have no requests for permitting to date. We have been in regular communication with the developer and their representatives, sharing necessary information as they currently work to secure franchise agreements. The IDA is now prepared to sign the Land Disposition Agreement and will refer the matter to Counsel for guidance prior to the Executive Director signing.

Staff was pleased to update the Board on the former Emkay site in Arcade. Frontier Group, the designated developer for the property, has completed the investigation and application and the site has been accepted into the NYS DEC Brownfield Cleanup Program. Frontier can now begin the next phase of the project.

Agency staff toured the former Pioneer Credit Recovery building in Arcade on May 29 with realtor Tom Mason. This is a 37,000 sq/ft facility now for sale. The list price has been lowered to \$1.45 million. There has been some interest in the property already.

Gardner continued to serve on the Wyoming County Housing Study Steering Committee. On June 9, he was interviewed by the study consultants for them to understand conditions and priorities, and met as a committee on June 30. The study should conclude and be presented to the Wyoming County Board of Supervisors in August.

Gardner also received for the review the final draft Comprehensive Economic Development Strategy plan for the Genesee Finger Lakes Planning Council. The plan has also been sent to the Federal government for review.

Gardner and Agency staff continue to participate in the Wyoming County comprehensive planning process, attending meetings, and contributing information for the plan. The planning document should be finished by end of October. Agency staff hosted a roundtable on June 23 for the County's economic development organizations to focus on the plan relevant to economic development, review goals, and finalize timelines. The Agency plans to continue convening the organizations with regular meetings after the plan is finalized.

The Agency hosted Finger Lakes Regional ESD staff on June 16, for a presentation on the 2026 CFA process. Elected officials, small businesses, and manufacturing businesses were invited to attend to learn about available CFA programs this year.

On July 2, Gardner met with NYS ESD staff on available funding through the Capital Access program, as the WCBAC seeks solutions to recapitalize the BDLF loan fund. A sample application was sent for Agency and counsel review to understand the pros/cons of the program.

On July 7, Gardner spoke to a cohort from the UB Center for Entrepreneurial Leadership.

He shared local economic development programs with the 20 business owners involved in the cohort program. On July 8, Congresswoman Claudia Tenney visited Wyoming County. Gardner assisted Congressional staff to arrange a WCCHS tour, a leadership meeting, and a tour of TMP Technologies in Wyoming.

Gardner is also working with Invest Buffalo Niagara to co-host a Tech Hub Manufacturing seminar August 19, at GCEDC offices in Batavia. This seminar seeks to prepare local companies to meet the needs of the Micron project and its subsidiary supply companies.

6. Next Meeting: TBD

7. **Adjournment:** With no other official business, the meeting adjourned at 11:45 a.m. on motion made by D. Leuer and unanimously carried.

Minutes Prepared by: R. Marschilok

A video recording of this Board Meeting can be found at:
<https://www.youtube.com/watch?v=B-XjI9z2Ocg>