

WYOMING COUNTY BAC ANNUAL BOARD MEETING

The WCBAC Board of Directors met on September 7, 2026 at 12:00 PM
(immediately following the Governance and Finance/Audit Committees)
at River Spring Lodge 1961A Church Road Darien Center NY 14040

MINUTES

Chairman Dadd called the meeting to order at 1:08 PM

1) Roll call to establish quorum

In attendance were: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chairman; R. Ryan, Treasurer; E. Joseph Gozelski, Director; Brianna Stone, Director; Daniel Burling, Director; Scott Gardner, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; James Pierce, Economic Development Specialist; and Kevin Zanner, Agency Counsel.

Absent: Thomas McCormick, Secretary

2) Administrative

- A) Minutes of the July 9, 2026 Board meeting were reviewed. A motion was made to accept the minutes by B. Stone and seconded by D. Berwanger. The motion was unanimously carried.
- B) The financial reports for July and August 2026 were reviewed and accepted on a motion made by R. Ryan and seconded by D. Berwanger. The motion was unanimously carried.

3) Act on Governance Committee Recommendations

- A) Chairman Dadd asked for a motion to approve the Governance Committee's recommendation of appointment of WCBAC Board Officers. D. Burling made a motion to accept the Governance Committee's recommended slate of officers as follows: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chair; T. McCormick, Secretary; and Rebecca Ryan, Treasurer. The motion was seconded by R. Ryan and unanimously carried.
- B) Chairman Dadd asked for a motion to approve the Governance Committee's recommendation to appoint all members of the WCBAC Board to the Governance Committee. D. Burling made a motion to accept the Governance Committee recommendations. The motion was seconded by R. Ryan and unanimously carried.
- C) Chairman Dadd asked for a motion to approve the Governance Committee's recommendation to appoint all members of the WCBAC Board to the Finance and

Audit Committee. D. Burling made a motion to accept the Governance Committee recommendations. The motion was seconded by R. Ryan and unanimously carried.

- D) The Chairman then asked the Board for a motion to accept the Governance Committee's recommendation to approve and readopt policies and charter. D. Burling made a motion to re-adopt the Procurement Policy, the Acquisition and Disposition of Real Property Policy; the Policy for Receipts of Accounting, Internal Controls and Auditing Complaints; the Conflict-of-Interest Policy and the Governance Committee Charter as recommended by the Governance Committee. The motion was seconded by R. Ryan and unanimously carried.

4) Act on Finance/Audit Committee Recommendations

- A) Chairman Dadd asked for a motion to accept the Finance and Audit Committee's recommendation to adopt and readopt policies and charter. R. Ryan made a motion to accept the Finance and Audit Committee's recommendations to re-adopt the Investment Policy and the Finance and Audit Committee Charter. J. Gozelski seconded the motion and it was unanimously carried.
- B) The Chairman asked for a motion to adopt the budget as recommended by the Finance and Audit Committee. R. Ryan made a motion to adopt the budget for 2027 as recommended by the Finance and Audit Committee. The motion was seconded by J. Gozelski and unanimously carried.

5) Review 2026 Annual Report

S. Gardner presented the 2026 Annual Report during the IDA Meeting including activities and accomplishments of the WCBAC. The Board approved the Annual Report as presented on a motion made by B. Stone. The motion was seconded by D. Burling and unanimously approved.

6) Action Items

- A) Gardner asked the Board for Authorization to apply for a third NYS HCR/CDBG Micro-enterprise grant in the amount of \$300,000. The County held a public hearing as required for the grant program on September 8, 2026. Gardner also informed the Board that the BAC will retain the Harrison Studio to apply for the grant, as they have in the past. The Board Authorized the request to apply for a NYS HCR/CDBG Microenterprise grant on a motion made by J. Gozelski. The motion was seconded by R. Ryan and unanimously approved.

7) Next Meeting

The next regularly scheduled meeting will be October 08, 2026 at 2:30 PM at the Wyoming County Agriculture and Business Center, Warsaw, N.Y.

8) Adjournment

There being no further business, the meeting was adjourned at 1:14 PM on a motion made by D. Berwanger, seconded by D. Burling and unanimously carried.

Minutes prepared by R. Marschilok

<https://www.youtube.com/watch?v=WMI6dR-TUY>