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**WYOMING COUNTY BAC BOARD MEETING**

The WCBAC Board of Directors met on January 16, 2025 at 2:30 p.m. at the Wyoming County Business Center, 36 Center Street Warsaw, New York 14569.

1. **Roll call to establish quorum**

Chairman Dadd, called the meeting to order at 2:31 p.m., in attendance were: Mark Dadd, Chairman; A. Douglas Berwanger, Vice-Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; Niccole Hastings, Director; E. Joseph Gozelski, 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: James Rutowski, Director

1. **Administrative**
   1. **Review/approve minutes from November 14, 2024 Board Meeting**

The minutes from the November 14, 2024 Board Meeting were reviewed. A motion was made to accept the minutes by T. McCormick. The motion was seconded by D. Berwanger and unanimously carried.

* 1. **Review and approve Financial Statements from November and December 2024**

R. Marschilok presented the financial reports from November and December 2024. After reviewing the Board approved the financial reports on a motion made by R. Ryan. The motion was seconded by T. McCormick and unanimously carried.

* 1. **Review and Approve 2024 Audit Plan Presented by Joe Kehm from EFPR**

Joe Kehm presented the 2024 audit plan to the Board during the WCIDA Meeting. Pierce asked the Board to approve the audit plan for the WCBAC as presented by Kehm. The Board moved to approve the 2024 audit plan on a motion made by D. Berwanger. The motion was seconded by T. McCormick and unanimously carried.

* 1. **Set WCBAC Board Meeting Dates for 2025**

The Board agreed to keep the meeting scheduled for the second Thursday of the month following the WCIDA Meeting at 2:30 p.m. for 2025.

1. **Action Items**
2. **The WCBAC’s Microenterprise Grant Committee is scheduled to meet On January 13, 2025 to review and make recommendations on 4 microenterprise grant applicants, those recommendations will be added in this section as an amendment to the WCBA Meeting Agenda for January 16th. The WCBAC’s Microenterprise Grant Committee has made the following recommendations for**

Business Name of the Applicant, and Location Request Amount

* Rick Malik dba Kalim Custom Baits, Arcade $20,000
* Stacey Fraterrigo dba Stacey’s Pies, Warsaw $20,000
* Laura’s Cakes and More, LLC, Arcade $20,000

Marschilok reviewed the summaries included in the packet explaining each of the applicant’s history and need for the grant funds. After she was done presenting the recommendations from the Grant Committee, the Board passed resolutions to award the grant funds to each of the applicants recommended on a motion made by J. Gozelski. The motion was seconded by T. McCormick and unanimously carried.

1. **Authorize approval of** **Grant Anticipation loans for the Microenterprise Grantees if needed without any fees or interest to be charged**.

As has been done in the past the Board authorized the use of aGrant Anticipation loans for the Microenterprise Grantees, if needed, without any fees or interest to be charged on a motion made by N. Hastings. The motion was seconded by T. McCormick and unanimously carried.

1. **Other Business** – None
2. **Next Meeting –** February13, 2025

**6. Adjournment** - The Meeting was adjourned at 4:15 p.m. on a motion made by T.

McCormick, seconded by J. Gozelski and unanimously carried.

Meeting was recorded on You-Tube, and may be viewed at the following link: <https://www.youtube.com/watch?v=uEy3sdTCh5w>

Minutes prepared by R. Marschilok