WYOMING COUNTY BUSINES ASSISTANCE CORPORATION
BOARD MEETING MINUTES

The WCBAC Board of Directors met on July 09, 2026 at 2:30 p.m. at the Wyoming County Agriculture and Business Center 36 Center Street, 2nd Floor Conference Room Warsaw, NY 14569.

Chairman Dadd called the meeting to order at 3:06 pm.

1. **Roll call:**

   In attendance were: Mark Dadd, Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; Brianna Stone, Director; Daniel Burling, Director; and E. Joseph Gozelski, Director; Scott Gardner Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; and Carly Brown, Agency Counsel.

   Absent: A. D. Berwanger, Vice-Chairman
   Guest: Mark George, Underwriter (joined the meeting at 3:25 pm)

2. **Administrative**

   a. Minutes of the March 14, 2026 Board meeting were reviewed. A motion was made to accept the minutes by T. McCormick and seconded by D. Burling. The motion was unanimously carried.

   b. The financial report from May and June 2026 was reviewed. The financial report was accepted on a motion made by R. Ryan and seconded by T. McCormick. The motion was unanimously carried

3. **Action Item**

   a. S. Gardner presented the Board with a request for authorization to approach the Wyoming County (Board of Supervisors) to apply for a grant to continue the MAP Grant Program. In 2024, the County of Wyoming received $300,000 in Community Development Block Grant (CDBG) funding from the New York Housing Trust Fund Corporation through the Microenterprise Program to implement the “County of Wyoming Microenterprise Grant Program.” The County and the Wyoming County Business Assistance Corporation entered into an agreement whereby the WCBAC used the OCR grant funds to implement a local grant program. The WCBAC received 20 grant applications, of which we awarded 13 businesses. The Program has been successful and the WCBAC seeks County approval to apply for a third grant round to continue the grant program for small businesses. After review, the Board authorized a request to the Wyoming County Board of Supervisors to apply for another CDBG Grant on a motion made by B. Stone. The motion was seconded by D. Burling and unanimously carried.

b. S. Gardner asked Mark George to join the meeting to discuss the loan analysis for two companies requesting business loans from the WCBAC. Due to the confidential financial information of the businesses, Gardner recommended that the Chairman move into Executive Session. The Board moved into executive session at 3:27 p.m. to discuss the finances of the borrowers on a motion made by D. Burling, seconded by R. Ryan and unanimously carried. The Board moved out of executive session at 3:46 p.m. on a motion made by D. Burling, seconded by B. Stone and unanimously carried.

   The Board then made the following motions as recommended by the Executive Committee:

   The Board moved to approve the request from JC Equipment Rental, LLC, for $200,000 with a 10-year term, at 4% APR, a collateral mortgage on the self-storage building in Castile, owned by Jesse Cole, behind two mortgages held by Tompkins Community Bank and the personal guarantee of Jesse Cole, on a motion made by D. Burling. The Motion was seconded by T. McCormick and unanimously carried.

   The Board moved to approve the request from 55 Main Street LLC for a $200,000 loan with a 15-year amortization term, with a 10- year term balloon payment, interest at 4% APR, with a mortgage on the 55 South Main Street, Perry Property, behind NexTier Bank, and the personal guarantee of Jeremy Bateman. The loan will be contingent on the borrower providing written affirmation that the project has been awarded $321,000 in NYS DRI Grant funds and a written Confirmation Letter from NexTier Bank regarding their commitment to a $1,000,0000 construction loan, and that the end loan/amortizing loan will be for a maximum of $750,000, amortized over a 25-year period on a motion made by D. Burling. The Motion was seconded by T. McCormick and unanimously carried.

4. **<u>Next Meeting</u> -** The next meeting will be the Annual Meeting on September 17, 2026. The place and time to be determined.

5. **<u>Adjournment</u>**

The Board moved to adjourn the meeting at 3:48 p.m. on a motion made by T. McCormick seconded by D. Burling and unanimously carried.

Minutes prepared by R. Marschilok

https://www.youtube.com/watch?v=gQvbJX29-Lc