



## **WYOMING COUNTY BUSINESS ASSISTANCE CORP** **ANNUAL BOARD MEETING**

Immediately following Governance and Finance and Audit Committee  
Meetings on Thursday, September 11, 2025 @ 11:00 a.m. at Farmcraft  
Brewery, 567 Rt. 20A, Strykersville, NY

### **AGENDA**

1. **Roll call** to establish quorum.
2. **Administrative**
  - A. Review/approve minutes from August 21, 2025
  - B. Review/approve financial reports for August 2025
3. **Act on Governance Committee Recommendations**
  - A. Approve Governance Committee Members Appointments
  - B. Approve Finance and Audit Committee Members Appointments
  - C. Approve Board Officers Appointments
  - D. Approve, Adopt and Re-adopt Policies and Charter as recommended
4. **Act on Finance/Audit Committee recommendations**
  - A. Approve/Re-adopt Policies as Recommended
  - B. Approve/Adopt Preliminary Budget for 2026
5. **Review and Approve 2025 Annual Report**
6. **Other Business**
7. **Next Meeting:** October 9, 2025 at 2:30 p.m. at the Wyoming County Ag & Business Center
8. **Adjournment**





## **WYOMING COUNTY BAC BOARD MEETING**

The WCBAC Board of Directors met on August 21, 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**

The Vice Chairman called the meeting to order at 3:23 p.m., in attendance were: A. Douglas Berwanger, Vice-Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; 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: Mark Dadd, Chairman; Brianna Stone, Director

Guest: Mark George, Underwriter

### **2. Administrative**

#### **A. Review/approve minutes from July 10, 2025 Board Meeting**

The minutes from the July 10, 2025 Board Meeting were reviewed. A motion was made to accept the minutes by T. McCormick. The motion was seconded by R. Ryan and unanimously carried.

#### **B. Review and approve Financial Statements from July 2025**

R. Marschilok presented the financial reports from July 2025. After reviewing the Board approved the financial reports on a motion made by R. Ryan. The motion was seconded by J. Gozelski and unanimously carried.

### **3. Action Item**

#### **A. Loan request by Dell Collective for the redevelopment of 17 North Main Street in Perry into an upstairs boutique short term rental unit with the ground floor slated for office and retail space. This is one of the approved DRI grant funded projects for the Village of Perry. Our underwriter Mark George will present his analysis of the loan request to the Board.**

Pierce asked Mark George to review his analysis report for Dell Collective. George reviewed the analysis reporting that Amanda Osborn has requested a \$150,000 loan to complete her financing package for the remodeling of a building located at 17 North Main Street Perry. Osborn has received a reimbursable DRI grant and will use the loan funds to complete her project in order to receive the grant funding in 2026. She will use the grant proceeds to repay the loan. Osborn has a great track record with the WCBAC having received and paid off a previous loan for the remodeling of a property in Genesee Falls to create a high-end boutique lodge. Dell Collective is owned solely by Mrs. Osborn and has several boutique lodge locations in the County that she has remodeled and created successful businesses. The building at 17 North Main will house an upstairs boutique rental unit and the ground floor will be used as an office for Dell Collective and made available to the Village of Perry to hold

events. George reviewed Osborn's financials reporting a stellar record and strong credit report. George concluded with a recommendation to approve the \$150,000 loan which, along with a \$150,000 bank loan, and a \$220,000 cash contribution by the owner, will complete the \$520,000 reconstruction project. The terms requested are amortization over 8 years at a 3% APR. Osborn will offer as collateral a duplex property located at 58 Main St Castile, NY. After review, the Board moved to approve the loan as requested on a motion made by R. Ryan, noting that Amanda Osborn is an outstanding business woman and has made a significant investment in Wyoming County. The motion was seconded by T. McCormick and unanimously carried.

- A. **Other Business** – D. Berwanger noted that Steel and O'Brien in Arcade has expanded and recently hired several workers after they were let go from a business that closed down in Tonawanda. Steel and O'Brien was only a food grade steel manufacturer and has added AI Cooling system components for servers, a growing industry.
- B. **Next Meeting** – Annual Meeting September 11, 2025 at Farmcraft Brewery, 567 Route 20A Strykersville, following the IDA meeting at 11:00 a.m.
- C. **Adjournment** - The Meeting was adjourned at 3:49 p.m. on a motion made by R. Ryan, seconded by T. McCormick and unanimously carried.

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

Minutes prepared by R. Marschilok

**WYOMING COUNTY**  
**Business Assistance Corporation**  
**August 31, 2025**

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**CASH ON HAND**

Balance as of 08/01/25		\$ 1,128,076.67	+
<u>Income 08/01/25-08/31/25</u>			
Fees Earned	0.00		
Bank Interest Earned	421.51		
Interest on Loans/Mortg	5,386.04		
Collected Accts Receivable	0.00		
Total Income	<u>5,807.55</u>	\$ 5,807.55	+
<u>Principal 08/01/25-08/31/25</u>			
Principal on WCBAC Loans	18,954.33		
Principal on GAIN Loan	<u>7,258.85</u>		
Total Principal		\$ 26,213.18	+
<u>Other Income Received 08/01/25-08/31/25</u>			
Total Other Income	<u>0</u>	\$ -	
<u>Expenses 08/01/25-08/31/25</u>			
Legal Fees	672.00		
Total Expenses	<u>672.00</u>	\$ 672.00	
<u>Other Disbursements 08/01/25-08/31/25</u>			
Total Other Disbursements	<u>0.00</u>	\$ -	
<u>Cash on Hand - 08/31/25</u>			
WCBAC General Acct	552,842.79		
WCBAC BOC CDBG Acct	62,367.24		
WCBAC GAIN LOAN Acct	146,180.49		
WCBAC HUD Micro Acct	<u>29,213.41</u>		
Total Cash Checking	<u>790,603.93</u>		
<u>Invested Funds - 08/31/25</u>			
Five Star 3mos CD	368,821.47		
Total Funds Accounted For	<u>1,159,425.40</u>	<u>\$ 1,159,425.40</u>	

**Wyoming County Business Assistance Corporation**  
8/31/2025

**GENERAL LOAN ACCOUNTS**

<u>Customer</u>	<u>LOAN AMT</u>	<u>CURRENT BAL</u>	<u>INT. RATE</u>	<u>PAY-OFF</u>	<u>PAYMENT DUE DATE</u>	<u>AMOUNT DUE</u>	<u>LATE TOTAL</u>	<u>TIMES</u>
Action Enterprises	200,000.00	150,000.00	3.25%	4/30/2013	4/30/2013	\$ 1,000.00	\$ 1,000.00	
Arcade & Attica Railroad Corp.	279,728.61	209,872.84	4.00%	12/1/2035	9/1/2025	\$ 2,069.12	\$ -	-
Attica Unlimited, LLC	175,000.00	81,084.85	3.00%	9/1/2030	9/1/2025	\$ 1,689.81	\$ -	-
Drasgow Inc. III	150,000.00	57,564.65	5.00%	2/26/2029	8/26/2025	\$ 1,323.84	\$ -	-
Heinrich, Bert #2	29,134.22	6,515.38	5.50%	12/23/2018	9/23/2016	\$ 6,924.93	\$ 6,924.93	
Hidden Valley Animal Adventure	250,000.00	13,277.91	5.25%	5/26/2026	9/26/2025	\$ 2,009.69	\$ -	-
In-Site Enterprises, LLC	100,000.00	10,892.93	5.25%	10/4/2026	9/4/2025	\$ 803.88	\$ -	-
Jay Bee Contracting, LLC	200,000.00	167,207.95	4.00%	4/1/2034	9/1/2025	\$ 2,024.90	\$ -	-
Kalkenna Properties, LLC	200,000.00	182,266.74	5.00%	10/1/2031	9/1/2025	\$ 1,319.91	\$ -	-
Krog Corp	500,000.00	265,000.00	1.00%	7/31/2028	7/31/2026	\$ 5,000.00	\$ -	-
Letchworth Valley Campground & Resort	200,000.00	191,847.76	4.25%	5/1/2033	9/1/2025	\$ 1,238.47	\$ -	-
Lumberyard Hospitality, LLC	100,000.00	79,358.32	4.00%	3/1/2033	9/1/2025	\$ 1,012.45	\$ -	-
Perry NY, LLC Rufus Smith	99,044.89	4,117.02	6.00%	1/19/2026	9/19/2025	\$ 835.80	\$ -	-
Perry NY, LLC Howell Loan	100,000.00	45,874.64	5.25%	5/16/2032	9/16/2025	\$ 673.84	\$ -	-
River Springs Lodge, LLC #2	200,000.00	198,641.76	4.00%	7/1/2035	9/1/2025	\$ 2,024.90	\$ -	-
Silver Lake Brewing Project, LLC	115,000.00	31,357.13	5.25%	11/1/2027	9/1/2025	\$ 1,233.85	\$ -	-
Silverlaken, LLC	162,000.00	138,020.47	3.00%	4/1/2034	5/1/2026	\$ 1,634.92	\$ -	-
Sunrise Courts, LLC	200,000.00	191,626.95	4.00%	5/1/2034	9/1/2025	\$ 1,211.96	\$ -	-
<b>Total</b>	<b>3,259,907.72</b>	<b>2,024,527.30</b>						

**GAIN LOAN ACCOUNTS**

<u>Customer</u>	<u>LOAN AMT</u>	<u>CURRENT BAL</u>	<u>INT. RATE</u>	<u>PAY-OFF</u>	<u>PAYMENT DUE DATE</u>	<u>AMOUNT DUE</u>	<u>LATE TOTAL</u>	<u>TIMES</u>
Beer Justice Brewing Co., LLC	150,000.00	96,732.87	1.00%	12/1/2031	9/1/2025	\$ 1,314.06	\$ -	-
Boxler Maple Farm, LLC	150,000.00	79,370.71	1.00%	10/1/2030	9/1/2025	\$ 1,314.06	\$ -	-
Ditt Rich, LLC	200,000.00	169,650.11	1.00%	1/1/2034	9/1/2025	\$ 1,752.08	\$ -	-
Keen's Dairy Farm, LLC	115,000.00	51,247.54	1.00%	12/1/2029	9/1/2025	\$ 1,007.45	\$ -	-
Keen's Dairy Farm, LLC #2	60,000.00	55,705.08	1.00%	11/1/2034	9/1/2025	\$ 525.62	\$ -	-
Table Rock Farm, Inc.	200,000.00	27,835.74	1.00%	12/23/2026	9/23/2025	\$ 1,752.08	\$ -	-
Whispering Brook Farms	90,000.00	32,526.10	1.00%	10/15/2028	10/15/2025	\$ 4,739.98	\$ -	-
<b>Total</b>	<b>965,000.00</b>	<b>513,068.15</b>						

**Wyoming County Business Assistance Corporation**  
8/31/2025

**MAP GRANT ANTICIPATION ACCOUNTS**

<b>Customer</b>	<b>LOAN AMT</b>	<b>CURRENT BAL</b>	<b>INT. RATE</b>	<b>PAY-OFF</b>	<b>PAYMENT DUE DATE</b>	<b>AMOUNT DUE</b>	<b>LATE TOTAL</b>	<b>TIMES</b>
Kilam Custom Baitz, LLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Laura's Cakes and More, LLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Maker Movement, LLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Perry Woodworking & Trades, LLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Refresh Hair Studio, LLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
RiX Carpet Cleaning, LLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Stacey Fraterriago, Stacey's Pies	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Stately Photos, LLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Studio Cafe, LLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Sunshine Speech Therapy, PLLC	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
Yummies Ice Cream Company, Inc.	20,000.00	20,000.00		2/14/2026		\$ 20,000.00	\$ -	-
<b>Total</b>	<b>220,000.00</b>	<b>220,000.00</b>						