

LIVINGSTON COUNTY DEVELOPMENT

ECONOMIC • INDUSTRIAL • COMMUNITY

Approved by



MINUTES
LIVINGSTON COUNTY CAPITAL RESOURCE CORPORATION
Friday, December 2, 2016

Conference Room C, UR Medicine Noyes Health
Dansville, NY

Members Attending: P. Brooks; G. Moore; R. Smith; S. Boscoe; P. Yendell; E. Gott; L.Lane

Staff Attending: W. Bacon; M. Wheeler; L.Wadsworth; T.Taylor

Guests Attending: J. Coniglio Esq.; E. Russell Esq.; A. Della Sala & J. Kehm, EFPR Group; A. Kosa & T. Carpenter, Clark Patterson Lee.

Chairman Brooks welcomed members and guests and called the meeting to order at 11:34 AM

APPROVAL OF MINUTES

A motion was made by Mr. Gott to approve the October 7, 2016 Meeting Minutes, seconded by Mr. Moore. All in favor. Carried.

TREASURER'S REPORT

2016 Audit Scope of Work – Joe Kehm & Amanda DellaSala, EFPR Group

Ms. Della Sala and Mr. Kehm reviewed the scope of work to be provided by EFPR Group for the Livingston County Capital Resource Corporation 2016 audit. Staff from EFPR Group will be on site the last week of January 2017 to conduct the audit which will be completed concurrently with the Livingston County Development Corporation and the Livingston County Industrial Development Agency audits. The scope of work will include preparation of CRC financial statements, review of internal controls, and preparation of Authority Budget Office report.

NEW BUSINESS

Election of Officers and Appointments and Designations

A list of current officers and designations of the Corporation was reviewed.

2017 ROSTER

Livingston County Capital Resource Corporation



Livingston County Capital Resource Corporation
6 Court Street, Room 306, Geneseo, New York 14454
585-243-7124 | info@LivingstonCountyDevelopment.com

Board of Directors

Chairman
Philip Brooks

Members
Eric Gott
J. Peter Yendell
Laura Lane

Treasurer
Steven Boscoe

Vice Chairman
Gary Moore

Secretary
Robert Smith

Board Committees

Governance
Philip Brooks
Eric Gott
Gary Moore
Robert Smith

Audit & Finance
Steven Boscoe
Terrence Donegan
J. Peter Yendell
Laura Lane

Other Board Appointments

Public Information Officer
William Bacon

Independent Auditor
EFPR Group, LLP

Procurement Officer
William Bacon

Official Newspapers
Genesee Country Express
Livingston County News

Staff

Executive Director
William Bacon

Deputy Executive Director
Maureen Wheeler

Chief Financial Officer
Terrence Donegan

Legal Counsel

Counsel
James Coniglio, ESQ
Underberg & Kessler, LLP

Alternate Counsel
William F. Weir, ESQ
Nixon Peabody

Official Funds Depositories

Community Bank N.A.

Five Star Bank

Steuben Trust Company

A motion was made by Mr. Yendell, to adopt the foregoing officers and designations, seconded by Mr. Smith. All in Favor. Adopted.

Establish Regular Meeting Dates for 2017

A list of the 2017 meeting dates was reviewed by the Agency.

2017 Proposed Meeting Schedule

January 6, 2017 – Government Center, Room 205

February 3, 2017 – Government Center, Room 205

March 3, 2017 – Government Center, Room 205



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April 7, 2017 – Government Center, Room 205

May 5, 2017 – Government Center, Room 205

June 2, 2017 – Government Center, Room 205

July 7, 2017 – Government Center, Room 205

August 4, 2017 – Government Center, Room 205

September 8, 2017 – Government Center, Room 205

October 6, 2017 – Government Center, Room 205

November 3, 2017 – Government Center, Room 205

December 1, 2017 – Government Center, Room 205

A motion was made by Mr. Boscoe to accept the list of 2017 regular meeting dates. Seconded by Mr. Gott. All in favor. Carried.

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Gott, to adjourn the meeting at 11:45 AM, seconded by Mr. Moore. All in favor. Carried.

Respectfully submitted,



Tessa Taylor
Senior Account Clerk/Typist

