



Livingston County Economic Development
Livingston County Government Center
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Geneseo, New York 14454

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Approved by Laura Lane

**MINUTES
LIVINGSTON COUNTY DEVELOPMENT CORPORATION
Friday, January 3, 2020**

**Livingston County Government Center, Room 205
Geneseo, NY 14454**

Members Attending: G. Moore; R. Smith; L. Lane; D. Knapp; K. Northrop; D. Fanaro

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

Guests Attending: J. Coniglio, Underberg & Kessler; B. Bieger, Birchwood Business Consulting

Chairman Moore welcomed members and guests and called the meeting to order at 9:22 am.

APPROVAL OF MEETING MINUTES

A motion was made by Ms. Northrop to approve the minutes of the December 6, 2019 meeting. Seconded by Mr. Fanaro, all in favor, carried.

TREASURER'S REPORT

Financial Statements

Mr. Bacon reviewed the financial reports for the period ending December 31, 2019.

A motion was made by Mr. Smith to approve the financial statements for period ending December 31, 2019. Seconded by Mr. Knapp, all in favor, carried.

REVOLVING LOAN FUND

Aging Report

Mr. Bacon reviewed the Revolving Loan Fund Aging Report for the period ending December 31, 2019.

A motion was made by Mr. Fanaro to accept the report as presented. Seconded by Ms. Northrop, all in favor, carried.

Loan Extension Request: Online Gun Sales Corporation

Loan Review: Ann Younger

A motion was made by Mr. Knapp to enter into executive session under Public Officers Law; article 7 Open Meeting Law to discuss financials at 9:35 am. Seconded by Mr. Smith, all in favor, carried.

A motion was made by Mr. Smith to come out of executive session at 10:01 am. Seconded by Mr. Knapp, all in favor, carried.

REPORT OF EXECUTIVE SESSION

The Livingston County Development Corporation having met in executive session hereby reports as follows: the board took no action.

A motion was made by Mr. Fanaro to approve the loan extension request for Online Gun Sales Corporation with discussed conditions. Seconded by Mr. Smith, all in favor, carried.

A motion was made by Mr. Smith to approve the loan for Ann Younger. Seconded by Mr. Knapp, all in favor, carried.

ANNUAL MEETING

Appointments & Designations

Mr. Bacon presented the proposed 2020 Appointments & Designations:

Board of Directors

<u>Chairman</u> Gary Moore	<u>Members</u> Dwight Knapp David Fanaro Vacant	<u>Treasurer</u> Kirsty Northrop
<u>Vice Chairman</u> Robert Smith		<u>Secretary</u> Laura Lane

Board Committees

<u>Governance</u> Gary Moore Robert Smith Laura Lane Kirsty Northrop Dwight Knapp David Fanaro Vacant	<u>Audit & Finance</u> Gary Moore Robert Smith Laura Lane Kirsty Northrop Dwight Knapp David Fanaro Vacant Terrence Donegan
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Other Board Appointments

<u>Public Information Officer</u> William Bacon	<u>Independent Auditor</u> Bonadio & Co., LLP
<u>Procurement Officer</u> William Bacon	<u>Official Newspapers</u> Livingston County News
<u>Legal Counsel</u> James Coniglio, ESQ Underberg & Kessler, LLP	

Staff

<u>Executive Director</u> William Bacon	<u>Deputy Executive Director</u> Maureen Wheeler	<u>Chief Financial Officer</u> Terrence Donegan
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Official Funds Depositories

Community Bank N.A.	Five Star Bank	Steuben Trust Company
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A motion was made by Ms. Northrop to approve the meeting dates and appointments & designations for 2020. Seconded by Mr. Smith, all in favor, carried.

NEW BUSINESS

CFA Announcements

Mr. Bacon presented the funding awarded through round 9 of the Regional Economic Development Council Initiative that will be administered by the agency:

PROJECT	FUNDING SOURCE	AWARD
American Hotel Reuse Analysis	New York Main Street Technical Assistance	\$20,000
Downtown Livingston Brand Development & Implementation Plan	Empire State Development Strategic Planning & Feasibility Study Project Grants	\$20,000

ADJOURNMENT

With no further business to discuss, a motion was made by Mr. Fanaro to adjourn the meeting at 10:08 am. Seconded by Ms. Northrop, all in favor, carried.

Respectfully submitted,



Tessa Taylor
Economic Development Assistant