

**MINUTES OF THE JOINT ANNUAL MEETING OF THE
CORTLAND COUNTY AGRICULTURAL LOCAL DEVELOPMENT CORP.,
AND THE CORTLAND COUNTY DEVELOPMENT CORPORATION**

December 11, 2017

The annual meeting of the CORTLAND COUNTY AGRICULTURAL LOCAL DEVELOPMENT CORP., AND THE CORTLAND COUNTY DEVELOPMENT CORPORATION was called to order at 12:20 p.m. by Chairman Michael McMahon on Monday, December 11, 2017 at the BDC/IDA office, 37 Church Street, Cortland, New York, 13045.

I. ROLL CALL AND CALL TO ORDER

The following members were present:

Johanna Ames

Michael McMahon

John Shirley

Clint Brooks

John Reagan

The following staff was present:

Garry VanGorder, Executive Director

Sandy Griep, Office Manager

Karen Niday, CFO

John P. Sidd, Esq.

The following guests were present;

Eric Mulvihill, County Legislative Clerk

Representatives from the Carpenter's Union

Bob Haight, Chamber of Commerce

II. APPROVAL OF THE MINUTES: The minutes were approved.

III. CORRESPONDENCE – Correspondence was briefly reviewed as enclosed in the book.

IV. NEW BUSINESS

- **2018 Audit** – Ms. Niday discussed the RFP's for the annual audits, stating that she had discussed with committee members and they all agreed to continue with Insero & Co. A motion was made by Michael McMahon and to approve Insero & Co., with the motion seconded by Johanna Ames.
- **Adopt policies** – A motion was made by Michael McMahon to adopt all policies, seconded by John Shirley, and was unanimously approved
- **Reappoint Officers** – Chairman – Michael McMahon; Vice Chairman – Stephen Compagni; Secretary – John Shirley; Treasurer – John Reagan; CFO – Karen Niday; CEO Garry VanGorder. Motion was made by Michael McMahon to approve the slate of officers, the motion was seconded by Johanna Ames, and was unanimously approved.

- **Reappoint Committees:** A motion was made by Michael McMahon to approve all committee appointments as presented, the motion was seconded by Johanna Ames, and was unanimously approved.
- **Appointment of Signatories** – a motion was made by Michael McMahon to approve the CEO, CFO, Chairman and Treasurer as signatories. The motion was seconded by Johanna Ames and was unanimously approved.

V. Adjourn – 12:25 pm

Respectfully submitted

Secretary
John Shirley

Chairman
Michael McMahon

DRAFT