

**Wayne County Civic Facility Development Corporation**  
**Board Meeting – January 26, 2022**  
**MINUTES**

The annual meeting of the Wayne County Civic Facility Development Corporation (WCCFDC) was called to order by newly appointed chairman, Scott Johnson at 9:02 a.m. at 9 Pearl St., Second Floor Conference Room, Lyons, NY and also with attendance via Zoom.

Members Present were Chairman Scott Johnson, Kenneth VanFleet and Pamela Heald (Zoom). Jeannie Brockmyre was absent. Also present were guests Julie DiLella (Zoom), Bob DeBadts (Zoom), Ken Miller, and Kaye Stone-Gansz. Legal counsel John Morell was also present via Zoom. Staff present were Brian Pincelli, CEO; Kathleen Bronson, COO; Jamie Corteville, CFO; Ariel Cardiel, Economic Development Specialist; and Deb Hall, Assistant Secretary and Records Management Officer.

Minutes from the December 15, 2021 board meeting were presented for approval as a motion by Ms. Heald with a second by Mr. VanFleet. Minutes were accepted with unanimous approval.

The board welcomed Mr. Johnson to his new position. The first order of business was to review the Board Officers and discuss membership on the combined Audit & Finance committee as well as the Governance committee. Each three person committee was missing a third participant. Ms. Bronson explained the meeting schedules and duties for each. Mr. Johnson volunteered to participate on the Audit & Finance Committee and Ms. Stone-Gansz volunteered to participate on the Governance Committee.

A Resolution to Approve the Annual Organization and Calendar of Meetings was presented. This Resolution reflected the new committee members previously determined as well as the policies of the corporation. A Motion to accept this Resolution was presented by Mr. VanFleet with a second from Ms. Heald. All approved by voice vote. A copy of this Resolution will be executed by the Assistant Secretary, sealed with the corporation seal and entered into corporation official book.

A Resolution to Approve the Official Newspaper Designation as the Times of Wayne County was presented. A Motion to accept this Resolution was presented by Ms. Heald with a second from Mr. VanFleet. All approved by voice vote.

A Resolution to Accept and Authorize the 2021 Annual Investment Report and Annual Procurement Report to NYS Authorities Budget Office (ABO) PARIS report was presented. Ms. Corteville explained the reports and clarified that procurements over \$5,000 must be reported. Ms. Heald reported that the Audit & Finance Committee reviewed the reports and recommended acceptance by the board. A Motion to accept this Resolution was presented by Mr. VanFleet with a second from Ms. Heald. All approved by voice vote.

A Resolution Authorizing Bank Signatories on all WCCFDC accounts was presented. Four signatories were named, two staff and two board members. Ms. Heald, Mr. Pincelli and Ms. Bronson remained signors while Mr. Johnson will be added, thus replacing the previous chairman. A Motion to accept this Resolution was presented by Ms. Heald with a second from Mr. VanFleet. All approved by voice vote.

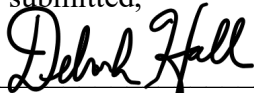
Ms. Corteville presented the fiscal report indicating current bank balance as of 1/19/2022. She noted that the potential loan amount was still included in the bank balance.

Mr. Pincelli presented the Executive Directors report. He indicated a continuance with Wayne CAP working a finance deal. Mr. Morell confirmed his contact with their legal counsel indicated that they were working through finance issues with potential first mortgage holder. Mr. Pincelli stated that the staff is continuing to find usefulness of these funds for special circumstances and eligible partners.

The next WCCFDC meeting was set for March 23, 2022 at 9:00 a.m.

Hearing no other business, Mr. Johnson called for a Motion to Adjourn, which was moved by Mr. VanFleet and seconded by Ms. Heald. Meeting adjourned at 9:20 a.m.

Respectfully submitted,



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Deborah Hall, Assistant Secretary and Records Management Officer