

Essex County Capital Resource Corporation
March 26, 2014 11:00AM
7566 Court Street, Elizabethtown, NY 12932

Present: Darren Darrah
James Bowen
Charles Bryant
Gerald Morrow
Jamie Rogers
Joseph Kusalonis
Matthew Courtright

Also Present: Jody Olcott
Carol Calabrese
Jenn Briggs

Chairman Darren Darrah opened the meeting at 10:35AM.

Approval of Minutes

1. Approval of March 26, 2013 Meeting Minutes

Motion #2014-1: A motion to approve the March 26, 2013 meeting minutes was made by Gerald Morrow and seconded by Joseph Kusalonis. All members were in favor.

New Business

1. Adoption of 2013 Essex County IDA/CRC/Empire Zone Annual Report

Motion #2014-2: A motion to approve the 2013 Annual Report was made by Gerald Morrow and seconded by Joseph Kusalonis. All members were in favor.

2. Adoption of 2013 Office of the State Comptroller Report

Motion #2014-3: A motion to approve 2013 Public Authority/State Comptroller Report was made by Jamie Rogers and seconded by Gerald Morrow. All members were in favor.

3. Review & Adoption of all CRC Policies
 - a. Property Disposal Policy
 - b. CRC By-Laws
 - c. Code of Conduct Policy
 - d. Audit & Payment Procedures

Motion #2014-4: A motion to re-adopt the Property Disposal Policy, CRC By-Laws, Code of Conduct Policy, and Audit & Payment Procedures was made by Joseph Kusalonis and seconded by Charles Bryant. All members were in favor.

4. Designate Briggs Norfolk as Records Access Officer (FOIL)
5. Designate Champlain National Bank as Official Bank
6. Designate Press Republican & Denton Publications as Official Newspapers

Motion #2014-5: A motion to designate Records Access Officer (FOIL) as Briggs Norfolk LLC, designate Champlain National Bank as official Bank and designate the Press Republican and Denton Publications as official Newspapers were made by Gerald Morrow and seconded by Matthew Courtright. All members were in favor.

7. Annual Mission Statement and Measurement Report for 2013

Motion #2014-6: A motion to approve the Mission Statement and Measurement Report for 2013 was made by Jamie Rogers and seconded by James Bowen. All members were in favor.

8. Elect Committees

- a. Governance Committee – Matthew Courtright, Darren Darrah, Jamie Rogers
- b. Audit Committee - Joseph Kusalonis, Charles Bryant, James Bowen

Motion #2014-7: A motion to approve election of committee officers for CRC was made by James Bowen and seconded by Charles Bryant. All members were in favor.

Adjourn

Motion #2014-8: A motion to adjourn the meeting at 10:40AM was made by Gerald Morrow and seconded by Joseph Kusalonis. All members were in favor.