

Essex County Capital Resource Corporation
March 25, 2021 Annual Meeting
11:00AM
7566 Court Street, Elizabethtown, NY 12932

Present: Darren Darrah (conference call)
John Boyea
Jamie Rogers (conference call)
Roy Holzer
Matthew Courtright
James Bowen (conference call)

Absent: James Monty

Also Present: Jody Olcott
Carol Calabrese

Open of CRC Meeting

Chairman Darren Darrah opened the meeting at 11:32AM.

Approval of Minutes

1. Approval of March 25, 2020 Annual Meeting Minutes

Motion #2021-1: A motion to approve the March 25, 2020 annual meeting minutes was made by James Bowen and seconded by Darren Darrah. All members were in favor.

New Business

1. Adoption of 2020 Annual Report

Motion #2021-2: A motion to adopt the 2020 Essex County IDA/CRC/Empire Zone Annual Report was made by Jamie Rogers and seconded by James Bowen. All members were in favor.

2. Adoption of 2020 OSC Report – A project summary was presented to the board noting employment and incentives provided for each of the CRC bond projects.

Motion #2021-3: A motion to approve the 2020 NYS Comptroller's CRC annual report was made by Jamie Rogers and seconded by James Bowen. All members were in favor.

3. Review & Re-adoption of all CRC Policies
 - a. Property Disposal Policy
 - b. CRC By-Laws
 - c. Code of Conduct Policy
 - d. Audit & Payment Procedures
 - e. Investment Policy
 - f. Procurement Policy

Motion #2021-4: A motion to re-adopt the Property Disposal Policy, CRC By-Laws, Code of Conduct Policy, Audit & Payment Procedures, Investment Policy and Procurement Policy was made by John Boyea and seconded by Darren Darrah. All members were in favor.

4. Designate Jen Briggs of Briggs Norfolk as the Records Access Officer (FOIL)

Motion #2021-5: A motion to designate Jen Briggs of Briggs Norfolk as the Records Access Officer (FOIL) was made by John Boyea and seconded by Matthew Courtright. All members were in favor.

5. Designate Champlain National Bank as Official Bank

Motion #2021-6: A motion to designate Champlain National Bank as Official Bank was made by Darren Darrah and seconded by Jamie Rogers. All members were in favor.

6. Designate Press Republican & Denton Publications as Official Newspapers

Motion #2021-7: A motion to designate Press Republican and Denton Publications as Official newspapers was made by Matthew Courtright and seconded by Darren Darrah. All members were in favor.

7. Annual Mission Statement and Measurement Report for 2020

Motion #2021-8: A motion to approve the CRC Annual Mission Statement and Measurement Report for 2020 was made by Darren Darrah and seconded by John Boyea. All members were in favor.

8. Elect Committees (Governance & Audit)

Motion #2021-9: A motion to elect Governance & Audit Committees as all board members was made by Jamie Rogers and seconded by Matthew Courtright. All members were in favor.

Adjourn

Motion #2021-10: A motion to adjourn the meeting at 11:38AM was made by Roy Holzer and seconded by Jamie Rogers. All members were in favor.