

Essex County Capital Resource Corporation
March 29, 2023 Annual Meeting
10:30AM
7566 Court Street, Elizabethtown, NY 12932

Present: Darren Darrah
James Monty
Jamie Rogers
James Bowen (via Zoom)

Also Present: Jody Olcott
Carol Calabrese

Absent: John Boyea
Roy Holzer
Matthew Courtright

Open of CRC Meeting

Chairman Darren Darrah opened the meeting at 10:30AM.

New Business

1. Adoption of 2022 Annual Report

Motion #2023-1: A motion to adopt the 2022 Essex County IDA/CRC/Empire Zone Annual Report was made by Darren Darrah and seconded by Jamie Rogers. All members were in favor.

2. Adoption of 2022 OSC Report

Motion #2023-2: A motion to approve the 2022 NYS Comptroller's CRC annual report was made by Jamie Rogers and seconded by James Monty. 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 #2023-3: 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 James Monty and seconded by Jamie Rogers. All members were in favor.

4. Designate Jen Briggs of Briggs Law Firm as the Records Access Officer (FOIL)
5. Designate Champlain National Bank as Official Bank
6. Designate Press Republican & Sun Community News as Official Newspapers

Motion #2023-4: A motion to designate Briggs Law Firm as Records Access Officer (FOIL), designate Champlain National Bank as official bank and designate Press Republican & Sun Community News as official newspapers was made by Darren Darrah and seconded by Jamie Rogers.

7. Annual Mission Statement and Measurement Report for 2022

Motion #2023-5: A motion to approve the CRC Annual Mission Statement and Measurement Report for 2022 was made by Darren Darrah and seconded by James Bowen. All members were in favor.

8. Elect Committees (Governance & Audit)

Motion #2023-6: A motion to elect Governance & Audit Committees as all board members was made by Darren Darrah and seconded by Jamie Rogers. All members were in favor.

Adjourn

Motion #2023-7: A motion to adjourn the meeting at 10:39AM was made by Darren Darrah and seconded by James Monty. All members were in favor.