

County of Chautauqua Industrial Development Agency (CCIDA)  
GOVERNANCE COMMITTEE

Zoom Meeting

May 24, 2022

9:44 a.m.

**CCIDA Staff Present:**

Mark Geise, Director/CEO

Rich Dixon, CFO

Rosemarie Strandburg, Executive Assistant /Project Manager

Jeanette Lo Bello, Administrative Assistant

Crystal Erhard, Administrative & Financial Assistant

**Committee Members Present:**

**Mike Metzger**

Brad Walters

Gary Henry

**Committee Members Absent:**

**Also in Attendance:**

Milan Tyler, Counsel

Greg Peterson, Counsel

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Meeting was called to order at 9:44 a.m.

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Mike Metzger

I would like to call to order the Governance Committee of the County of Chautauqua Industrial Development Agency. We are at the Fredonia Technology Incubator – 214 Central Avenue, Dunkirk, NY and the BWB Building – 201 West Third Street, Jamestown, NY. It is May 24, 2022 and it's approximately 9:44 a.m. We have quorum.

I would like to accept a motion for the approval of the prior meeting minutes which you have received. Thank you Jeanette. Minutes are from December 21, 2021 and May 13, 2022. Do I have a motion?

Brad Walters

So moved.

Mike Metzger

Motion made by Brad. Do I have a second?

Gary Henry

Second.

Mike Metzger

Motion made by Brad and seconded by Gary. All those in favor?

Mike Metzger

Any changes, comments, corrections? Questions? Hearing none all those in favor?

Committee

Aye – Unanimous.

Mike Metzger

Opposed, abstained, motion carried unanimously. Brad, if you could please move New Business A.

Brad Walters

Resolution 05-24-22-16 – IDA CRC Agreement Resolution

Mike Metzger

Thank you. Do I have a second?

Gary Henry

Second.

Mike Metzger

Motion made by Brad and seconded by Gary. Any discussion?

Rich Dixon

I know that George Cregg had been talking to the Governance Committee in December, while I was recovering from my knee surgery, he went on about the Agreement of Service between the Capital Resource Corporation and the IDA. George had drafted this, I know he reviewed it with the committee once before, and then we finalized it. It's a thirteen page document. Basically what it says is that the IDA will recognize the revenue and expenses of the Capital Resource Corporation. This all came about when the report from the Controller's office last year did a review of our PARIS Report for the Capital Resource Corporation. They asked me if I had a formal document, and I said no. I said we just did it informally. She said, you probably want to have a formal document in case we ever come and visit. I said ok, we will get a formal document done. This just formalizes what we've done since the beginning of time with the Capital Resource Corporation. We issue one bond every two years, so we don't get a lot of action there. That's it Mike unless someone has any questions.

Mike Metzger

Thank you Rich. Any questions for Rich? Hearing none. All those in favor?

Committee

Aye – Unanimous.

Mike Metzger

Opposed, abstained, motion carried unanimously. Any old business to come before this Board? Hearing none.  
We are adjourned.

Meeting adjourned at 9:47 a.m.

Respectfully,  
Jeanette Lo Bello

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(Assistant) Secretary

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(Vice) Chairman