

Chautauqua Region Economic Development Corporation (CREDC)

**BWB Building  
201 West Third Street, Jamestown, NY  
2<sup>nd</sup> Floor Board Room  
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**Electronically via Live Stream on YouTube & Zoom**

November 28, 2023  
11:00 a.m.

Gary Henry	Chairman
Brad Walters	Vice Chairman
Sagan Sheffield- Smith	Treasurer
Dan Heitzenrater	Secretary
Steven Thorpe	Member
Daniel DeMarte	Member
Amy Harding	Member

Also in attendance:

Mark Geise	Administrative Director/CEO
Richard E. Dixon	Chief Financial Officer
Milan K. Tyler, Esq.	Counsel
Greg Peterson	Counsel
Rosie Strandburg	IDA Staff
Carol Rasmussen	IDA Staff
Kayla Strandburg	IDA Staff
Nate Aldrich	IDA Staff
Jeanette Lo Bello	IDA Staff
Crystal Erhard	IDA Staff
Jason Sample	IDA Staff

Absent Board Member(s):

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Meeting was called to order by Gary Henry, Chairman, at 11:00a.m.

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Gary Henry

I would like to call to order the Board of Directors of the Chautauqua Region Economic Development Corporation meeting. We are at the BWB Building on 201 West Third Street and also on livestream on YouTube and Zoom. It is currently 11:00 a.m. and we will have Roll Call.

Aye – Unanimous. (7 Members in Attendance)

Gary Henry

You should have already had an opportunity to review the minutes from October 24, 2023. Do we have a motion to accept the minutes?

Dan Heitzenrater

I'll move the minutes.

Gary Henry

Thank you Dan. Do we have a second?

Dan DeMarte

Second.

Gary Henry

Thank you. All those in favor say Aye.

Board

Aye – Unanimous.

Gary Henry

Opposed? The minutes have been approved. Do we have any New Business to cover for CREDC? Do you have an Executive Director's Report?

Mark Geise

No. I think I will wait until next month because I think last month I gave a fairly detailed update or wait until January when we are going to be presenting the Annual Report. A lot of action of the Partnership. We'll do that altogether probably in January.

Gary Henry

Ok. Do we have a Treasurer's Report?

Kayla Strandburg

I've got the financials here we will go through these just really quick Reviewed and discussed the Treasurer's Report.

Mark Geise

Just point to this and say just communicate how complicated this is as we're getting money from different sources and it all has to be tracked individually. Kayla, Nate and Crystal especially have done a really nice job of keeping everything segmented and tracking everything individually. It's a lot of work. You hear about people getting grants and it always like oh that's great- well now you have to deal with it and there is a lot of work. Thanks.

Gary Henry

Do we have a motion to accept the Treasurer's Report?

Steven Thorpe

So moved.

Gary Henry

Thank you Steve. Do we have a second?

Sagan Sheffield-Smith

I'll second.

Gary Henry

Thank you Sagan. All in favor say Aye.

Board

Aye – Unanimous.

Gary Henry

Opposed? The Treasurer's Report has been accepted. Any Old Business to come before the Board? Hearing none do we have a motion to adjourn the meeting?

Dan Heitzenrater

So moved.

Gary Henry

Thank you Dan. Second?

Daniel DeMarte

I'll second.

Gary Henry

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Thank you. All in favor say Aye.

Board

Aye – Unanimous.

Gary Henry

Opposed? Adjourned.

Meeting adjourned at 11:04 a.m.

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(Assistant) Secretary

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(Vice) Chairman