

# WASHINGTON COUNTY LOCAL DEVELOPMENT CORPORATION

## Board of Directors

Friday, March 20, 2015

8:45 a.m. Meeting

Members Present: Seth Pitts, Jim Lindsay, Sara Idleman, Dave O'Brien, Chic Wilson, Barry Miller, Jay Niles, George Armstrong, George Gang, Bob Shay, Jared Humiston, Cassie Fedler and Dana Haff.

Others Present: Deanna Derway, WCLDC President; Ted Berndt and Steve Lulla – Washington County Agribusiness Park

Chairman Pitts called the meeting to order at 8:45 a.m.

After reviewing the minutes from the February meeting, Jim Lindsay made a motion to approve as presented and George Gang seconded. There was no further discussion and it was approved unanimously.

Next, we reviewed the February monthly financials. Barry Miller made a motion to approve and Chic Wilson seconded. There was no further discussion and they were approved unanimously.

Next the Board reviewed a loan application for Northeast Stonecraft Ltd in Fort Ann. On 3/18/15, the Loan Review Committee reviewed and approved the loan application to be sent to the Full BOD with the recommendation for approval. In February, the BOD met with the applicant to answer questions about the project and the Board voted to send the application materials out for professional analysis. Deanna sent the application out for review and received an analysis report back recommending approval of the loan. There was discussion about the report and a review of the types of collateral that the WCLDC will be securing the loan with. In addition to the analysis report requirements, the Board also added that they would like the applicant to secure Key person insurance on Michael Gustke. The Board also reviewed the proposed loan drawdown schedule showing that not all of the funding will be drawn at once and will be expensed as the project proceeds. There was no further discussion and Jim Lindsay made a motion to approve the loan application and George Armstrong seconded. There was no further discussion and the loan was approved unanimously.

Deanna then presented the current loan portfolio and reviewed the current status of the loans. Deanna explained to the Board that we were able to come to an agreement with Esther Davis dba/Abuelos Café in which Esther will begin paying \$100 per month (through automatic deduction payments) and accruing 0% interest; if there is a default all interest and fees that were forgiven reinstate as well as the judgement that was filed against her. Skenesborough Gardens in Whitehall is also months behind on payments and despite numerous attempts by Deanna to get Stacy Ray to pay the outstanding balance, they continue to not pay. Scott and Stacy submitted a payment plan that was accepted by the LDC Loan Review Committee and then defaulted on the payment plan. The LDC attorney will prepare documentation in regards to this account.

Next, Ted Berndt and Steve Lulla gave a presentation on the Compassionate Relief Centers of New York, Inc describing their proposed project under the Compassionate Care Act and seeking a support letter for the project. Ted and Steve described the benefits of bringing a cultivation center to Washington County including added jobs with benefits and competitive wages and increased tax revenue to the County. After Steve and Ted answered numerous questions for the Board, Dana Haff made a motion that the WCLDC provide the Compassionate Relief Centers of New York, Inc with a support letter and George Gang seconded. There was no further discussion and it was approved unanimously. Deanna will coordinate with Ted and Steve to get the letter of support submitted.

Chairman Pitts continued with the agenda regarding the PAAA and PARIS Annual reporting requirements. Chairman Pitts asked Deanna Derway to discuss the reports with the Board. Brief discussion ensued regarding the reports and their contents. Deanna reminded the Board about PAAA online training and also to submit their Board evaluations if they have not already done so. Following the discussion, the following resolutions were approved:

*The recommendation for approval of the Washington County LDC 2014 Annual Report was put into the form of a motion by Jim Lindsay and seconded by Dave O'Brien. Resolution #15-8 was unanimously approved.*

*The recommendation to accept the 2014 Independent Auditor's Report and Financial Statement was put into the form of a motion by Dave O'Brien and seconded by George Gang. Resolution #15-9 was unanimously approved.*

*The recommendation for approval of the Public Authorities Reporting Information System (PARIS) Investment Report was put into the form of a motion by George Armstrong and seconded by George Gang. Resolution #15-10 was unanimously approved.*

*The recommendation for approval of the Public Authorities Reporting Information System (PARIS) Procurement Report was put into the form of a motion by Dave O'Brien and seconded by Cassie Fedler. Resolution #15-11 was unanimously approved.*

*The recommendation for approval of the Public Authorities Reporting Information System (PARIS) Certified Financial Audit Report was put into the form of a motion by George Gang and seconded by Chic Wilson. Resolution #15-12 was unanimously approved.*

*The recommendation for approval of the Public Authorities Reporting Information System (PARIS) Annual Report was put into the form of a motion by Barry Miller and seconded by Dana Haff. Resolution #15-13 was unanimously approved.*

*The recommendation for approval of the Public Authorities Reporting Information System (PARIS) 2014 Authority Mission Statement and Performance Measurements was put into the form of a motion by Barry Miller and seconded by Dana Haff. Resolution #15-14 was unanimously approved.*

The meeting was adjourned at 9:37 am. Motion made by Dave O'Brien, seconded by George Gang and approved by all.  
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Seth Pitts, Chairman

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Date

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Dave O'Brien, Secretary

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Date