



**Development Chenango Corporation
Full Board Meeting Minutes
June 28, 2023| 9:00 a.m.**

Present: K. Edwards; L. Halberg; S. Ryan; T. Oliver; G. Seneck; B. Burton; M. Stagnaro; J. Telesky; P. Wade; M. Riddell; S. Butler; M. Flanagan; J. Miller

Absent: S. Marshman; L. Murphy; P. Komendarek; P. Lennon; E. Scrivener

Contract Staff: J. Ostrander; KJ. Graves; S. Testani

Guest: None

1. M. Flanagan called the meeting to order at 9:04 a.m.
2. Motion to accept P. Lennon's resignation made by P. Wade Seconded by K. Edwards. Ayes all. Approved.
3. Motion to accept C. DuVall's nomination to the full DCC board made by K. Edwards seconded by B. Burton. Ayes all. Approved
4. Motion to nominate E. Scrivener to DCC's Finance Committee made by S. Butler seconded by G. Seneck. Ayes all. Approved
5. Motion to approve March 31st, 2023 Annual & Quarterly board meeting minutes made by K. Edwards Seconded by S. Ryan. Ayes all. Approved
6. K. Edwards reviewed the findings & next steps from the internal audit staff performed.
 - a. Reviewed the status of the Proskine Loan (on track)
 - b. Suggested a budget for the year & loans.
7. Motion to approve May 25, 2023 special board meeting minutes made by K. Edwards Seconded by S. Butler. Ayes all. Approved
8. K. Edwards reviewed the May 31, 2023 Financial summary report:
 - a. Motion to approve the May 31, 2023 Financial & Investment report made by M. Stagnaro Seconded by J. Telesky Ayes all. Approved.
9. K. Edwards provided a review of the investment summary presentation.
 - a. Provided an overview of the Investment Management Policy
10. S. Testani provided an update on the Small Grant Fund
 - a. RFQ for consultant
 - b. The committee's
 - c. Consultant
11. S. Testani provided an overall DRI update.
12. S. Testani provided an update on the Downtown Revitalization meetings with business owners.
13. K. Edwards reviewed the Real Property Disposition Policy in relation to properties owned by DCC.
 - a. Motion to delegate the Bid process for 14-16 S Broad St to the Finance committee with review/support from the full board made by J. Telesky Seconded by M. Stagnaro. Ayes all. Approved.
 - b. Motion to delegate the Bid process for 17-19 S Broad St to the Finance committee with review/support from the full board made by J. Telesky Seconded by M. Stagnaro. Ayes all. Approved.
14. S. Testani provided new board members with our updated board orientation packet.
 - a. Published on our website as well.
15. S. Testani provided a staffing update.
 - a. Hired a Marketing Intern- Sophia Root.
16. Motion to adjourn made by P. Wade Seconded by B. Burton. Ayes all. Approved
17. Meeting Adjourned at 10:04 am.

Respectfully Submitted,

Jenna Ostrander

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Board Recorder

DRAFT