



**Development Chenango Corporation
Quarterly Meeting Minutes
December 16, 2020 | 8:15 a.m.**

Present: J. Telesky; M. Branham; P. LoPresti; C. Olin; M. Eldred; P. Dewey; B. Burton; M. Stagnaro; T. Potter; B. Burton; S. Marshman

Absent: D. Shea; C. Covington, K. Smith, S. Shastri

Contract Staff: K. Green; J. Cacciola

Guest: C. Paul; J. Hinman

1. J. Telesky called the meeting to order at 8:20
2. Economic Development Coordinator's quarterly report was reviewed, highlighting loan meetings with community members.
3. K. Green reviewed 2021 Initiatives:
 - a. K. Green and Shane Butler are continuing to work on Broadband initiatives for the County and Region, including the National Science Foundation's OVERCOME grant opportunity.
 - b. K. Green is continuing to work with the business partners to improve and increase access to childcare, potentially using The Cullman Center in Sidney as a model.
 - c. K. Green discussed the potential for a Hotel & Lodging project in the next few months.
 - d. K. Green and other partners of the Southern Tier 8 group are working to create a portfolio of regional opportunities to share directly with Opportunity Zone investors.
 - e. DCC had an aggressive loan portfolio in 2020, and indicates a potential need to renew the DCC's microenterprise loan program in 2021.
 - f. K. Green has actively worked to increase the organization's visibility in the community, on social media, and through traditional media.
 - g. K. Green continues to participate in the Southern Tier control room meetings and other regional groups to create connections across the region and increase advocacy opportunities.
 - h. K. Green discussed current unemployment rates in the county and its impact on Unemployment Insurance.
 - i. Hazard Mitigation is still being pursued, no significant updates.
 - j. CARES Funding grant opportunities are available, and being researched.
4. Appointment of Directors:
 - a. Motion to approve resignation of Bill Acee and Terry Stark made by M. Branham; Seconded by M. Stagnaro. Ayes all. Approved.
 - b. Motion to approve appointment of new directors John Hinman and Christine McAvoy Pau until the next annual meeting, March 2021 made by M. Branham; Seconded by P. Dewey. Ayes all. Approved

5. Meeting Calendar:
 - a. Motion to approve the 2021 Quarterly DCC Board meeting calendar made by M. Stagnaro; Seconded by M. Branham; Ayes all. Approved.
6. September 23, 2020 Quarterly meeting minutes:
 - a. Motion to approve the September 23, 2020 Quarterly meeting minutes with the addition of M. Stagnaro to attendance record made by M Branham; M. Eldred. Ayes all. Approved
7. Finance meeting Minutes:
 - a. Motion to approve the September 17, 2020 Finance Committee meeting minutes made by M. Branham; Seconded by M. Eldred. Ayes all. Approved.
8. 11/2020 Financial Report
 - a. The November 2020 Financial Report was approved that the December 10, 2020 Finance Committee Meeting.
9. K. Green discussed the 2021 Budget
 - a. The 2021 Budget was based on projections and actuals from 2020, and developed in conjunction with the budgets for all entities within Commerce Chenango.
 - b. K. Green discussed the 10% reduction from the county for economic development, and its impacts on DCC.
 - c. K. Green highlighted other changes to the budget including: marketing costs have been divided across IDA and DCC, increased rent for the 17-19 S. Broad Street property, and a 5% Closing Cost for every loan closed.
 - d. Motion to approve the 2021 DCC budget made by M Branham; Seconded by P. Dewey. Ayes all. Approved.
10. K. Green discussed changes to the 2021 Administrative Services agreement, most notably a 3% increase from DCC to Commerce.
 - a. Motion to approve the 2021 Administrative Services Agreement made by M. Branham; Seconded by M. Eldred. Ayes all. Approved.
11. K. Green stated a special meeting of the board may be called to approve a re-negotiated loan term agreement for Hidden Springs Brew house.
12. K. Green discussed general board items for 2021 including the requirement for all DCC members to complete ABO Board Training.
13. Motion to adjourn made my M. Branham; Seconded by M. Stagnaro. Ayes All. Approved.
14. Meeting Adjourned at 9:03 am.

Respectfully Submitted,

Joanna Cacciola

Joanna Cacciola Board
Recorder