

**DEVELOPMENT CHENANGO CORPORATION**  
**ANNUAL MEETING MINUTES**  
**March 27, 2019**

**Present:** E. Larsen; D. Shea; C. Olin; C. Covington; B. Acee; C. Carnrike; S. Marshman; J. Telesky; M. Branham; T. Potter; L. Wilcox

**Via Phone:**

**Absent:**

**Contract Staff:** S. Craig, A. Larsen

**Finance:** S. Cwynar

**Guest:**

**I. Call to Order**

D. Shea called the meeting to order at 8:26 a.m.

**II. Annual Reports**

S. Craig made introductory remarks. He said that A. Erath will be stepping down from the board and that D. Shea would then take her place as Chairman. This will leave the Vice Chair position vacant. Perry Dewey has been nominated to the board. Ken Smith has completed board training through the ABO and is also nominated to return to the board.

D. Shea presented the annual activities report to the board.

Motion to accept the annual activities report by E. Larsen, seconded by M. Branham. Ayes all. Approved.

D. Shea presented the 2018 investment report to the board.

Motion to accept the 2018 investment report by J. Telesky, seconded by S. Marshman. Ayes all. Approved.

D. Shea presented the 2018 real property report to the board.

Motion to accept the 2018 real property report by C. Olin, seconded by M. Branham. Ayes all. Approved.

D. Shea presented Resolution 2019-1, Designation of Official Depositories, to the board.

Motion to accept Resolution 2019-1 by M. Branham, seconded by L. Wilcox. J. Telesky abstains. Approved.

D. Shea presented Resolution 2019-2, Designation of Official Newspaper, to the board.

Motion to accept Resolution 2019-2 by M. Branham, seconded by C. Carnrike. Ayes all. Approved.

**III. Annual Mission Statement and Goals Review**

D. Shea reminded the board to complete their anonymous board evaluations.

D. Shea presented Resolution 2019-11, Approval of the Authority Mission Statement and Performance Measurement Document, to the board.

Motion to accept Resolution 2019-11 by M. Branham, seconded by S. Marshman. Ayes all. Approved.

#### **IV. Nominating Committee Report**

D. Shea requested that a Vice Chair be nominated before the meeting proceeds to the election of directors.

M. Branham is nominated for the vice Chair position.

S. Craig presented Resolution 2019-3, Appointment of Development Chenango Corporation Directors, to the board.

Motion to accept Resolution 2019-3 by M. Branham, seconded by J. Telesky. Ayes all. Approved.

S. Craig presented Resolution 2019-4, Appointment of Development Chenango Corporation Officers, to the board.

Motion to accept Resolution 2019-4 by B. Acee, seconded by C. Carnrike. Ayes all. Approved.

S. Craig presented Resolution 2019-5, Appointment of Development Chenango Corporation Committees, to the board. Ayes all. Approved.

Motion to accept Resolution 2019-5 by M. Branham, seconded by T. Potter. Ayes all. Approved.

S. Craig presented Resolution 2019-6, Authorizing Signature Authority on Development Chenango Corporation Accounts, to the board.

Motion to accept Resolution 2019-6 by L. Wilcox, seconded by C. Carnrike. Ayes all. Approved.

S. Craig presented Resolution 2019-7, Annual Meeting Dates, to the board.

Motion to accept Resolution 2019-7 by M. Branham, seconded by J. Telesky. Ayes all. Approved.

S. Craig presented Resolution 2019-8, Approve 2019 Administrative Services Agreement, to the board.

Motion to accept Resolution 2019-8 by B. Acee, seconded by M. Branham. E. Larsen abstains. Approved.

#### **V. Adjournment**

With no further business motion to adjourn made by M. Branham, seconded by C. Olin. Ayes all. Meeting adjourned at 8:46 a.m.