



**Development Chenango Corporation**  
**Full Board Meeting Minutes**  
**June 22, 2022| 8:30 a.m.**

**Present:** B. Burton; P. Lopresti; M. Branham; P. Dewey; S. Marshman; J. Telesky; S. Butler; C. Paul; J. Miller; P. Komendarek; M. Flanagan; K. Smith; M. Stagnaro; L. Halberg; M. Eldred

**Absent:** B. Doliver; C. Olin; J. Hinman; T. Potter; G. Seneck

**Contract Staff:** K. Green; J. Ostrander

**Guest:** None

1. M. Branham called the meeting to order at 8:16 a.m.
2. Motion to approve March 23, 2022 annual board meeting minutes and May 23, 2022 special board meeting minutes made by S. Butler Seconded by K. Smith. Ayes all. Approved
3. Motion to approve March 17, 2022 regular finance committee meeting minutes, and May 16, 2022 special finance committee meeting minutes made by P. Dewey Seconded by J. Telesky. Ayes all. Approved.
4. K. Green reviewed the May 31, 2022 Financial & Investment report including:
  - a. Assets, Liabilities & Capital, Receivable Loans, Aged Receivables & Payables and Statement of Activities.
5. K. Green reviewed the recent loan activities
  - a. Closed on the Hillcrest Lavender Farm Loan (\$68,000) -For business expansion
  - b. Closed on Natural Beauty Breast Prosthesis (\$25,000)- For manufacturing start-up
6. K. Green Reviewed tentative loans
  - a. Stoney Creek Castle- \$100,000
  - b. T-Squared- \$100,000
  - c. Chenango Union Printing- TBD
7. J. Ostrander gave an overview the Natural Beauty Breast Prosthesis loan.
8. K. Green reviewed the meeting with G. Miner regarding REDEC Re-funding opportunities
9. K. Green reviewed the Economic development report and provided an update on IDA projects
  - a. Quarterly Economic Development report presented
  - b. High Bridge Wind PILOT project pending closing
  - c. Norbut Solar PILOT project pending closing- Delayed
  - d. Everything Bagelry- Mathias Wesner
    - i. Closing date to be scheduled
  - e. Sale of Airport Incubator building
    - i. working on a lease agreement with the county
  - f. Potential sale of Earl B Clark to Norwich Meadow Farms
    - i. 5 Year financing plan
10. K. Green gave an overview of the Commerce Chenango Strategic Plan
11. K. Green reviewed Executive Directors Report & Updates
  - a. DRI- Final meeting and public workshop: July 12, 2022
  - b. Hotel Norwich update
    - i. RFQ has been requested and Principle Design has been chosen

- ii. Working on a MOU with our attorneys
  - iii. Discussion was had about a lease agreement at DCC Finance committee
- c. Child Care
  - i. Held a meeting to host a discussion on childcare
  - ii. Grant awardees from childcare desert grant- TBD
- d. S. Butler reviewed status of the 2050 Vision plan
  - i. Pending grant submission.
- e. K. Green reviewed Workforce Development Initiatives
  - i. Route 12 STEAM initiatives- Next meeting for next stages
  - ii. Leadership NextGen- Curriculum formatting
  - iii. Women's Leadership Series & Mentoring program- awarded grant for implementation, professional development.

12. Motion to adjourn made by M. Stagnaro Seconded by M. Flanagan. Ayes all. Approved

Respectfully Submitted,

*Jenna Ostrander*

Jenna Ostrander  
Board Recorder