

# COLUMBIA COUNTY CAPITAL RESOURCE CORPORATION

## MINUTES COLUMBIA COUNTY Capital Resource Corporation Board Meeting Tuesday, February 7, 2023

The regular meeting of Columbia County Capital Resource Corporation was called to order at 8:32am on February 7, 2023 by Carmine Pierro, Chairman

Attendee Name	Title	Status	Arrived
Nina Fingar-Smith	Secretary	Absent	
Robert Galluscio	Treasurer	Present in person	
William Gerlach	Board Member	Present in person	
Brian Keeler	Board Member	Present in person	
Carmine Pierro	Chair	Present in person	
Rick Rector	Board Member	Present in person	
Sarah Sterling	Vice-Chair	Present in person	
Andrew Howard	Counsel	Present in person	
F. Michael Tucker	President/CEO	Present in person	
Jessica Gabriel	Senior Economic Developer	Present in person	
Chris Brown	Housing Development Coordinator	Present in person	
Martha Lane	Business Development Director	Present in person	
Stephen VanDenburgh	Business Development Specialist	Present in person	
Lisa Drahushuk	Administrative Supervisor	Present in person	
Cat Lyden	Bookkeeper	Present in person	
Riley Werner	Administrative Assistant	Present in person	

### Slate of Officers:

Mr. Pierro presented the Slate of Officers as follows: Carmine Pierro – Chair, Sarah Sterling - Vice – Chair, Robert Galluscio – Treasurer, Nina Fingar-Smith – Secretary. *Mr. Rector made a motion, seconded by Mr. Galluscio to approve the Slate of Officers as presented. Carried.*

### 2023 Annual Housekeeping Resolution:

Mr. Pierro asked if there were any questions regarding the proposed resolution, with none presented, he called for a roll call vote to approve the document as presented.

		Aye	Nay	Absent
Nina Fingar-Smith	Secretary			x
Robert Galluscio	Treasurer	x		
William Gerlach	Board Member	x		
Brian Keeler	Board Member	x		
Carmine Pierro	Chair	x		
Rick Rector	Board Member	x		
Sarah Sterling	Vice-Chair	x		

The 2023 Annual Housekeeping Resolution was approved.

# COLUMBIA COUNTY

## CAPITAL RESOURCE CORPORATION

### **Minutes December 6, 2022:**

Mr. Pierro asked if there were changes to the presented draft minutes. With no changes proposed, he called for a motion to approve the minutes as presented. *Ms. Sterling made a motion, seconded by Mr. Rector to approve the December 6, 2022 minutes as presented. Carried.*

### **Annual Reports:**

#### **2022 Operations and Accomplishments:**

*Ms. Sterling made a motion, seconded by Mr. Keeler to approve the 2022 Operations and Accomplishments as presented. Carried.*

#### **2022 Performance Measures Report:**

*Mr. Rector made a motion, seconded by Mr. Gerlach to approve the 2022 Performance Measures Report as presented. Carried.*

#### **2023 Mission and Measurement Goals:**

*Mr. Galluscio made a motion, seconded by Mr. Keeler to approve the 2023 Mission and Measurement goals as presented. Carried.*

#### **2022 Discharged Duties:**

*Mr. Gerlach made a motion, seconded by Ms. Sterling to approve the 2022 Full Board discharged Duties as presented. Carried.*

#### **Full Board Evaluation:**

*Mr. Rector made a motion, seconded by Ms. Sterling to approve the 2022 Full Board evaluation as presented. Carried.*

Mr. Pierro called for a motion to hold the meeting in abeyance in order to hold the CRC committee meetings. The Full Board meeting would then be re-opened to vote on any necessary items. *Ms. Sterling made a motion, seconded by Mr. Galluscio to hold the full board meeting in abeyance until after the committee meetings. Carried.*

*The meeting was paused at 8:36am*

*Mr. Galluscio made a motion, seconded by Ms. Sterling to re-open the CRC full Board meeting. Carried. The meeting reopened at 8:44am*

### **Consent Agenda:**

Mr. Pierro stated the following items were being presented as a consent agenda for the Board's approval.

#### Committee Reports

##### Audit Committee

Audit Committee Charter

##### Finance Committee

Finance Committee Charter

2022 Investment Report

Treasurer's Report

##### Governance Committee

Governance Committee Charter

2023 Compliance Calendar

# **COLUMBIA COUNTY CAPITAL RESOURCE CORPORATION**

*Mr. Galluscio made a motion, seconded by Ms. Sterling to approve the consent agenda as presented. Carried.*

**Administrative Director's Report:**

Mr. Tucker stated CEDC would be providing them with a grant to cover their expenses for the year.

*With no public comment and no further business to come before the Board, Mr. Galluscio made a motion, seconded by Mr. Rector to adjourn the meeting. Carried. The meeting was adjourned at 8:45am.*

*Respectfully submitted by Lisa Drahushuk*