



Clinton County Capital Resource Corporation

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**Minutes of the  
Clinton County Capital Resource Corporation  
Monday, December 9, 2019**

The meeting was called to order by Trent Trahan, Chairperson, at 12:42 p.m., at the offices of the Capital Resource Corporation, 137 Margaret Street, Suite 208, Plattsburgh, N.Y. 12901

**MEMBERS PRESENT:** Trent Trahan, Chairperson  
David Hoover, Vice Chairperson  
Keith Defayette, Treasurer and Chief Financial Officer  
Michael Zurlo, Secretary  
Kim Murray, Assistant Secretary  
Mark Leta, Member

**MEMBERS EXCUSED:** John VanNatten, Member

**STAFF PRESENT:** Renee McFarlin, Executive Director  
George Cregg, Esq., Agency Counsel  
Toni Moffat, Executive Assistant

**ALSO PRESENT:** Jeanene Bell, Clinton County  
Fred Wachtmeister, Board Member, Plattsburgh City School District

T. Trahan stated that there was a *quorum* present.

T. Trahan waived the reading of the notice of the meeting published in the *Press-Republican* on December 22, 2018.

Approval of the Minutes of the October 7, 2019 Annual meeting

T. Trahan asked if there were any questions regarding the draft minutes of the October 7, 2019 meeting of the Clinton County Capital Resource Corporation (CCCRC). There were none.

On a motion by K. Defayette, and seconded by D. Hoover, it was unanimously carried to approve the minutes of the October 7, 2019 meeting of the CCCRC.

Public Comment

There was no public comment.

Reports

Treasurer's Report

K. Defayette reported there was no activity to report. There were no questions or concerns.

On a motion by M. Leta, and seconded by M. Zurlo, it was unanimously RESOLVED to approve the Treasurer's Report as presented by K. Defayette.

**Committee Reports:**

**Audit Committee**

K. Defayette noted the Committee met and are recommending the Board accept the Committee recommendation and approve to initiate the 2019 CCCRC Audit.

On a motion by K. Defayette, and seconded by M. Leta, it was unanimously carried to accept the Committee recommendation and approve to initiate the 2019 CCCRC audit.

**Governance Committee:**

M. Zurlo noted the Committee met and reviewed the 2019 annual reports and are recommending Full Board approval of the:

- 2019 CCCRC Mission Statement and Measurement Report
- 2019 CCCRC Operations and Accomplishments Report

On a motion by M. Zurlo, and seconded by D. Hoover, it was unanimously carried to accept the recommendation of the Committee and approve the 2019 annual reports as presented and authorize the posting of same to PARIS.

**Old Business**

There was no new business to report.

**New Business**

There was no new business to report.

**Management Team Reports**

**Project Monitoring**

There was no new business to report.

**Project Status Update**

There was no new business to report.

**Executive Director's Report**

R. McFarlin reported the two items on the 2019 CCCRC Mission Statement and Measurement Report and the 2019 CCCRC Operations and Accomplishments Report were the CCCRC's administration of the Strand Center for the Arts loan and the administration of Foreign Trade Zone #54.

There being no further business to discuss, D. Hoover motioned to adjourn the meeting at 12:45 p.m., seconded by M. Leta.



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Trent Trahan, Chairperson