

**Minutes of the
Clinton County Capital Resource Corporation
Monday, December 12, 2022**

The meeting was called to order by David Hoover, Vice Chairperson, at 1:20 p.m., at the Clinton County Capital Resource Corporation (CCCRC) office located at 137 Margaret Street, Suite 208, Plattsburgh, New York.

MEMBERS PRESENT: David Hoover, Vice Chairperson
Keith Defayette, Treasurer and Chief Financial Officer
Michael Zurlo, Secretary
Mark Leta, Assistant Secretary
John VanNatten, Member
Joey Trombley, Member

EXCUSED: Trent Trahan, Chairperson

STAFF PRESENT: Molly Ryan, Executive Director
Christopher Canada, Esq., Agency Counsel
Toni Moffat, Executive Assistant

D. Hoover stated that there was a quorum present.

D. Hoover waived the reading of the notice of the meeting published in the Press Republican on December 16, 2021.

Approval of the Minutes of the October 12, 2022 Meeting

D. Hoover asked if there were any questions regarding the draft minutes of the October 12, 2022 meeting of the Clinton County Capital Resource Corporation (CCCRC). There were none.

On a motion by J. VanNatten, and seconded by K. Defayette, it was unanimously carried to approve the minutes of the October 12, 2022 CCCRC meeting as presented.

Public Comment

There was no public comment.

Treasurer's Report

K. Defayette reviewed the November 2022 Treasurer's Report. There were no questions or concerns.

On a motion by M. Zurlo, and seconded by M. Leta, it was unanimously RESOLVED to approve the November 2022 Treasurer's Report as presented by K. Defayette.

Committee Reports

Audit Committee

K. Defayette noted the Audit Committee met and is recommending the Board accept the Committee's recommendation and approve the initiation of the 2022 CCCRC Audit.

On a motion by M. Leta, and seconded by J. VanNatten, it was unanimously carried to accept the Committee's recommendation and approve the initiation of the 2022 CCCRC audit.

Governance Committee

M. Zurlo noted the Governance Committee met and reviewed the 2022 annual reports. The Committee recommends Full Board approval of the:

- 2022 CCCRC Mission Statement and Measurement Report
- 2022 CCCRC Operations and Accomplishments Report
- 2022 CCCRC Procurement Report
- 2022 CCCRC Real Property Report
- 2022 CCCRC Investment Report

On a motion by M. Zurlo, and seconded by J. VanNatten, it was unanimously carried to accept the recommendation of the Committee and approve the 2022 annual reports as presented and authorize the posting of same to PARIS.

Old Business

There was no old business to report.

New Business

There was no new business to report.

There being no further business to discuss, on a motion by K. Defayette, and seconded by J. VanNatten, the meeting adjourned at 1:22 p.m.



David Hoover, Vice Chairperson