

MINUTES OF THE
CLINTON GRANT FACILITATION CORPORATION
ANNUAL MEETING
MONDAY, SEPTEMBER 9, 2019

The meeting was called to order by Trent Trahan at 1:03 p.m., at the office of the Clinton Grant Facilitation Corporation, 137 Margaret Street, Suite 208, Plattsburgh, New York 12901.

MEMBERS PRESENT: Trent Trahan, Chairperson
Keith Defayette, Treasurer and Chief Financial Officer
Michael Zurlo, Secretary
Kim Murray, Assistant Secretary
John VanNatten, Member
Mark Leta, Member

EXCUSED: David Hoover, Vice Chairperson

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

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

T. Trahan waived the reading of the notice of the meeting published in the *Press Republican* on April 2, 2019.

Approval of the Minutes of the July 8, 2019 Meeting

T. Trahan asked if there were any questions regarding the draft minutes of the July 8, 2019 meeting of the Clinton Grant Facilitation Corporation (CGFC). There were none.

On a motion by K. Defayette, seconded by K. Murray, it was unanimously carried to approve the minutes of the July 8, 2019 meeting of the CGFC.

Public Comment

There was no public comment.

Reports

There were no reports.

Old Business

It was noted that there have been no changes to any of the current policies seeking approval and all members have had the opportunity to review the policies.

Annual Review and Approval of Policies

- Bylaws
- Code of Ethics
- Internal Control Procedure Policy
- Travel Policy

- Investment Policy
- Defense and Indemnification Policy
- Compensation Policy
- Attendance Policy
- Property Acquisition Policy
- Property Disposition Policy
- Procurement Policy
- Loan and Credit Policy

With no further discussion, on a motion by M. Zurlo, and seconded by K. Murray, it was unanimously RESOLVED to approve all policies as noted.

Appointment of Chair Pro-tem

T. Trahan appointed J. VanNatten as Chair Pro-Tem to preside over the election of officers.

Election of Officers and Staff:

On a motion by J. VanNatten, and seconded by K. Murray, the nomination was made for the following appointed Agency members to be elected officers of the Clinton Grant Facilitation Corporation for the year 2019-2020:

- Trent Trahan – Chairperson
- David Hoover - Vice Chairperson
- Michael Zurlo - Secretary
- Kim Murray– Assistant Secretary
- Keith Defayette – Treasurer and Chief Financial Officer

The nominations were unanimously approved.

On a motion by J. VanNatten, and seconded by T. Trahan, the nomination was made for the following to be appointed staff of the Clinton Grant Facilitation Corporation for the year 2019-2020:

- Renee McFarlin - Executive Director
- George W. Cregg, Jr. Esq. – Special Counsel
- Christopher C. Canada, Esq. – Special Counsel

The nominations were unanimously approved.

The nominated slate of officers and staff were duly elected.

J. VanNatten turned the meeting over to Chairperson T. Trahan.

Committee Appointments

On a motion by T. Trahan, and seconded by K. Defayette, the following appointed Agency members to be reappointed to the committees of the Clinton Grant Facilitation Corporation for the year 2019-2020:

- Audit Committee:
 - Keith Defayette - Chairperson
 - Mark Leta – Vice Chairperson
 - Trent Trahan - Member
 - Dave Hoover- Member
 - John VanNatten - Member

Finance Committee: Keith Defayette - Chairperson
Kim Murray – Vice Chairperson
Trent Trahan - Member

Governance Committee: Mike Zurlo – Chairperson
John VanNatten, Vice-Chairperson
Dave Hoover, Member

The nominations were unanimously approved.

New Business

There was no new business.

Executive Director’s Report

There was no Executive Director’s Report.

There being no further business to discuss, on a motion by J. VanNatten, and seconded by M. Leta, the meeting adjourned at 1:06 p.m.



Trent Trahan

David Hoover



Keith Defayette



Michael Zurlo

Kim Murray

Mark Leta

John VanNatten

Renee McFarlin