

**Minutes of the Meeting of the  
Clinton County Capital Resource Corporation  
Monday, December 9, 2013**

The meeting was called to order by Trent Trahan, Chairperson, at 1:06 p.m., at the offices of the Clinton County Capital Resource Corporation, 190 Banker Road, Suite 500, Plattsburgh, N.Y.

**Members Present:** Trent Trahan, Chairperson  
David Hoover, Vice Chairperson  
John VanNatten, Treasurer and Chief Financial Officer  
Michael Zurlo, Secretary  
Kim Murray, Assistant Secretary  
Keith Defayette, Member

**Members Absent:** Mark Leta, Member

**Others Present:** Nadene Zeigler, Esq., Corporation Counsel  
Erin Hynes, Executive Director  
Barbara Shute, Recording Secretary

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

**Public Comment:** None

T. Trahan waived the reading of the notice of the meeting published in the *Press-Republican* on January 2, 2013.

**Approval of the Minutes**

T. Trahan asked if there were any questions regarding the draft minutes of the January 14, 2013 meeting of the Clinton County Capital Resource Corp. There were none. On a motion by J. VanNatten, and seconded by K. Murray it was agreed to approve the minutes of the January 14, 2013 meeting.

**Bills and Communication:** None

**Report of the Treasurer:** None

**New Business:**

1. Appointment to fill vacancy on CRC Audit Committee

T. Trahan noted that the Agency would need to replace Bill Bingel on the CRC Audit Committee. J. VanNatten made a recommendation to appoint Keith Defayette to fill the vacancy. On a motion by J. VanNatten and seconded by K. Murray, it was unanimously approved to appoint K. Defayette to fill the vacancy on the CRC Audit Committee.

T. Trahan asked for a motion to recess the regular meeting at this time to allow time for the Audit Committee to meet. On a motion by D. Hoover and seconded by K. Murray, it was unanimously approved to recess the regular meeting at 1:08pm.

The regular meeting was resumed at 1:10pm

**Reports of the Committees:**

CCCRC Audit Committee:

J. VanNatten noted that the Audit Committee met and they voted to recommend to the Board to engage the CPA firm of Martindale Keysor to complete the 2013 Agency Audit.

On a motion by J. VanNatten and seconded by K. Murray, it was unanimously carried to approve to accept the Audit Committee report as presented.

Authorize the engagement of Martindale Keysor to conduct the 2013 CCCRC Audit.

On a motion by J. VanNatten and seconded by K. Murray, it was unanimously carried to approve the engagement of Martindale Keysor to complete the 2013 CCCRC Audit

**Executive Director Report:** None

There being no further matters for consideration, on a motion by K. Defayette and seconded by J. VanNatten, the meeting adjourned at 1:11 p.m.



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Trent Trahan, Chairperson