

**Minutes of the  
Clinton County Capital Resource Corporation  
Monday, December 10, 2018**

The meeting was called to order by Trent Trahan, Chairperson, at 12:38 p.m., at the office of the Clinton County Capital Resource Corporation, 137 Margaret Street, Suite 208, Plattsburgh, New York 12901.

MEMBERS PRESENT: Trent Trahan, Chairperson  
David Hoover, Vice Chairperson  
Keith Defayette, Treasurer and Chief Financial Officer  
Kim Murray, Assistant Secretary  
John VanNatten, Member

MEMBERS EXCUSED: Michael Zurlo, Secretary  
Mark Leta, Member

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

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, 2017.

**Approval of the Minutes of the November 26, 2018 Meeting**

T. Trahan asked if there were any questions regarding the draft minutes of the November 26, 2018 meeting of the Clinton County Capital Resource Corporation (CCCRC). There were none.

On a motion by K. Murray, and seconded by K. Defayette, it was unanimously carried to approve the minutes of the November 26, 2018 meeting of the CCCRC.

**Public Comment**

There was no public comment.

**Reports**

**1. Treasurer's Report**

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

On a motion by J. VanNatten, seconded by D. Hoover, it was unanimously RESOLVED to approve the Treasurer's Report as presented by K. Defayette.

## **Committee Reports**

### **Audit Committee**

D. Hoover noted the Committee met and are recommending that the Full Board accept the Committee recommendation and approve to initiate the 2018 CRC Audit.

On a motion by J. VanNatten, and seconded by K. Defayette, it was unanimously carried to accept the Committee recommendation and approve to initiate the 2018 CRC Audit.

### **Governance Committee**

J. VanNatten noted the Committee met and are recommending that the Full Board accept the Committee recommendation to approve the:

- 2018 CRC Mission Statement and Measurement Report
- 2018 CRC Operations and Accomplishments Report

On a motion by D. Hoover, and seconded by K. Murray, it was unanimously carried to accept the Committee recommendation and approve the 2018 CRC Mission Statement and Measurement Report and 2018 CRC Operations and Accomplishments Report and post same to PARIS.

### **Old Business**

There was no old business to report.

### **New Business**

R. McFarlin reported she received a check from Clinton County accompanied by a loan disbursement request to the Strand Center for the Arts.

### **Management Team Reports**

#### **Project Monitoring**

There was no report.

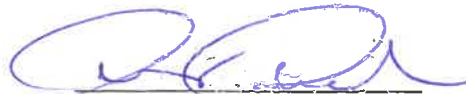
#### **Project Status Update**

There was no report.

#### **Executive Director's Report**

There was no report.

There being no further matters to discuss, K. Murray motioned to adjourn the meeting, seconded by D. Hoover at 12:42 p.m.



Trent Trahan, Chairperson