MINUTES OF THE
CLINTON GRANT FACILITATION CORPORATION
ANNUAL MEETING
MONDAY, SEPTEMBER 14, 2026

The meeting was called to order by Trent Trahan, Chairman, at 12:39 p.m. at the office of the Clinton Grant Facilitation Corporation (CGFC), 137 Margaret Street, Suite 208, Plattsburgh, New York 12901.

MEMBERS PRESENT:	Trent Trahan, Chairperson David Hoover, Vice Chairperson Joey Trombley, Treasurer and Chief Financial Officer Christine Peters, Assistant Treasurer Michael Zurlo, Secretary Mark Leta, Assistant Secretary John VanNatten, Member
STAFF PRESENT:	Molly Ryan, Executive Director Toni Moffat, Executive Assistant Dorothy Brunell, Administrative Assistant Shelise Marbut, Economic Development Coordinator Christopher Canada, Esq., Agency Counsel

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 December 11, 2025.

Approval of the Minutes of the March 30, 2026 Meeting

T. Trahan asked if there were any questions regarding the draft minutes of the March 30, 2026 meeting of the Clinton Grant Facilitation Corporation (CGFC). There were none.

On a motion by D. Hoover, and seconded by J. VanNatten, it was unanimously carried to approve the minutes of the March 30, 2026 meeting of the CGFC.

Public Comment

There was no public comment.

Old Business

Administrative Matters Resolution

The following resolution was offered by M. Leta, seconded by J. Trombley, to wit:

Resolution No. 09-26-05

RESOLUTION APPROVING CERTAIN APPOINTMENTS AND ADMINISTRATIVE MATTERS OF THE CORPORATION.

WHEREAS, the Corporation is authorized and empowered by the provisions of 402 and Section 1411 of the Not-For-Profit Corporation Law of the State of New York (the "NFPCL") to promote

community and economic development and the creation of jobs for the citizens of Clinton County, New York (the "County") by, among other things, facilitating the economic development of the County and the adjoining counties of Essex and Franklin (collectively, the "Grant Area") through the receipt and administration of gifts, grants, loans, or contributions relating to any portion of the Grant Area from, and enter into contracts or other transactions with, the United States and the State of New York or any agency of either of them, any municipality, any public or private corporation or any other legal entity; and

WHEREAS, the NFPCL and the Corporation's certificate of incorporation allow the Corporation to make certain appointments and approve certain administrative matters; and

WHEREAS, the Directors of the Corporation desire to make certain appointments and approve certain administrative matters;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CLINTON GRANT FACILITATION CORPORATION, AS FOLLOWS:

Section 1. The Corporation hereby takes the following actions:

(A) Approves the appointments and the administrative matters described in Schedule A attached hereto.

(B) Approves and confirms the policies described in Schedule A attached hereto.

Section 2. The Corporation hereby authorizes the Chairperson, Vice Chairperson and the Executive Director of the Corporation to take all steps necessary to implement the matters described in Schedule A attached.

Section 3. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on roll call, which resulted as follows:

Trent Trahan	VOTING	Yes
David Hoover	VOTING	Yes
Michael E. Zurlo	VOTING	Yes
Mark Leta	VOTING	Yes
Joey Trombley	VOTING	Yes
Christine Peters, Esq.	VOTING	Yes
John VanNatten	VOTING	Yes

The resolution was thereupon declared duly adopted.

SCHEDULE A

Members of the Board of Directors:

Trent Trahan
David Hoover
Michael E. Zurlo
Mark Leta
Joey Trombley
Christine Peters, Esq.
John VanNatten

Officers of the Board of Directors:

Trent Trahan	Chairperson
David Hoover	Vice Chairperson
Michael E. Zurlo	Secretary
Mark Leta	Assistant Secretary
Joey Trombley	Treasurer
Christine Peters, Esq.	Assistant Treasurer

Determination of Regular Corporation Meeting Schedule:

As necessary

Appointment of Executive Director and Staff to the Corporation:

Molly Ryan – Executive Director

Appointment of Corporation Counsel:

Hodgson Russ LLP

Appointment of the Bank of the Corporation and Accounts:

N/A

Appointments to Governance Committee

Michael E. Zurlo – Chairperson
John VanNatten – Vice Chairperson
David Hoover – Member

Appointments to Audit Committee

Joey Trombley – Chairperson
Mark Leta – Vice Chairperson
Trent Trahan – Member
David Hoover – Member
John VanNatten – Member

Appointments to Finance Committee

Joey Trombley – Chairperson
Christine Peters, Esq. – Vice Chairperson
Trent Trahan – Member
Michael Zurlo – Member
John VanNatten - Member

Approval and Confirmation of Corporation Policies:

Attendance Policy
Bylaws
Code of Ethics
Compensation Policy
Defense and Indemnification of Board Members Policy
Internal Control Procedure Policy
Investment Policy
Loan and Credit Policy (Prohibiting Extension of Credit to Board Members/Staff)
Organizational Chart
Procurement Policy
Real Property Acquisition Policy
Real Property Disposition Policy
Travel Policy

Approval of Agreements of the Corporation:

Majority of the full board of the Corporation

Appointment of Contract Officer:

Molly Ryan – Executive Director

Appointment of Investment Officer:

Joey Trombley

Approval of Corporation Fee Schedule:

As adopted by the Corporation August 16, 2021.

Board Evaluations

M. Ryan asked the members to please complete the CGFC Board Evaluation and return it to staff.

New Business

There was no new business.

There being no further business to discuss, on a motion by J. VanNatten, and seconded by D. Hoover, the meeting adjourned at 12:41 p.m.

_____	_____
Trent Trahan	David Hoover
_____	_____
Michael Zurlo	Joey Trombley
_____	_____
Christine Peters, Esq.	Mark Leta
_____	
John VanNatten	