

THESE MINUTES HAVE NOT YET BEEN APPROVED

Chautauqua Region Economic Development Corporation (CREDC)

**BWB Building
201 West Third Street, Jamestown, NY
2nd Floor Board Room**

**&
Electronically via Live Stream on YouTube & Zoom**

November 19, 2024
11:56 a.m.

PRESENT:

Gary Henry	Chairman
Brad Walters	Vice-Chairman
Sagan Sheffield-Smith	Treasurer
Dan Heitzenrater	Secretary
Amy Harding	Member
Daniel DeMarte	Member
Kevin Muldowney	Member

Also in attendance:

Mark Geise	Administrative Director/CEO
Richard E. Dixon	Chief Financial Officer
Shelby Bilskie	Successor CFO
Milan K. Tyler, Esq.	Counsel
Gregory L. Peterson, Esq.	Counsel
Kristine Morabito	IDA Staff
Rosie Strandburg	IDA Staff
Carol Rasmussen	IDA Staff
Kayla Strandburg	IDA Staff
Nate Aldrich	IDA Staff
Jeanette Lo Bello	IDA Staff
Jason Sample	IDA Staff
Crystal Erhard	IDA Staff
Rebecca Wurster	County Planning Staff
Paul Wendel	County Executive

Absent Board Members:

Tom Harmon	Member
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Meeting was called to order by Gary Henry, Chairman, at 11:55 a.m.

Gary Henry

We'll go ahead and move open the Board of Directors Meeting for the Chautauqua Region Economic Development Corporation. We are at the BWB Building, 201 West Third Street, Jamestown NY. We are also streaming live via YouTube and Zoom. It's November 19, 2024 and it's currently 11:55 a.m. We'll go ahead and do Roll Call.

Board

Aye – Unanimous. (7 Members in Attendance)

Gary Henry

You should have already received the minutes from the October 22, 2024 meeting and had a chance to review those. Do we have a motion to accept those minutes?

Daniel DeMarte

Motion.

Gary Henry

Thank you Dan. Do we have a second?

Brad Walters

Second.

Gary Henry

Thank you Brad. All those in favor say Aye.

Board

Aye – Unanimous

Gary Henry

Opposed? The minutes have been approved. We'll move into New Business A. The Resolution regarding – I'll just read it.

Resolution 11-19-24-12 of the Members of the Chautauqua Region Economic Development Corporation Approving Entry into Agreement with Chautauqua County and Local Foundations for Grant Funding for the Chautauqua County Partnership For Economic Growth

Nate Aldrich

Thank you, Mr. Chairman, I'll just go through this really quickly. This is really just kind of an Annual Housekeeping Resolution. You know, the Board authorizing us to accept this funding and to expend it. So, the first funding award here that we anticipate approval by the Northern Chautauqua Community Foundation by the end of the year -their 5th allocation of a hundred thousand dollars the past 5 years. So, this will be, you know, half a million dollar commitment from them to the Partnership. Again, really just providing support for our administrative capacity and the operating expenses of the Partnership that will be for 2025. The Gebbie Foundation provide \$80,000, and again, that offsets some of our operating expenses specifically related to the Chadakoin River Activation Initiative. That will also be the, I believe, 4th year of that allocation. As Mark mentioned last month, we were approved for another three year grant for our Ralph Wilson support in the amount of \$1.625 million. This both supports the Partnership's operating expenses and specific projects aligned with our economic development strategy. Then the last two we anticipate approval by the County Legislature tomorrow night again \$30,000 that primarily supports our contractual relationship with Jacob Bodeway and all the work he does to leverage local and philanthropic funding to improve our trail - outdoor recreation assets. Again, we reported to the Legislature last week with Jacob's involvement, we've seen over \$850,000 of investment in about the last 4 years or so - trails. So we thank the County Executive for his support of that allocation, as well as additional \$50,000 also from our 3% Occupancy Tax which is meant to help the Partnership do its work related to community development, downtown revitalization and waterfront attraction. So, with these five total awards again asking for your acceptance totals \$1.89 million dollars and again puts us in a good position to keep doing what we're doing via the Partnership.

Gary Henry

Awesome. Thank you. Dan Heitzenrater would you move New Business A for us?

Dan Heitzenrater

Gladly. I move Resolution 11-19-24-12 of the Members of the Chautauqua Region Economic Development Corporation Approving Entry into Agreement with Chautauqua County and Local Foundations for Grant Funding for the Chautauqua County Partnership for Economic Growth

Gary Henry

Thank you. Do we have a second?

Daniel DeMarte

Second.

Gary Henry

Thank you Dan. We'll go ahead and do a Roll Call Vote.

Board

Aye Unanimous.

Gary Henry

The Resolution is unanimously approved. Great job as always Nate – the whole staff. It's just incredible the way you are able to leverage these resources for our county and we really appreciate it.

Nate Aldrich

Thank you.

Mark Geise

I'll add to that too. I mean what a great job! You know the whole staff led by Nate, Kristy Kathman, and there's Crystal Earhart and there's Monica Simpson and Jason Sample, and you know all this collectively, and Rebecca Worcester - there's about a hundred different economic development stakeholders that have been involved in this in our five different work groups and we meet quarterly, we develop projects and then we seek the funding to get them implemented and so it's really a huge success and I think a model (difficulty hearing audio) for about how we did it, and because they want to copy us. So, good job, great job, Nate.

Nate Aldrich

I would just like to again thank our team, but also the Foundations and the County for their support as well.

Gary Henry

Do we have an Executive Directors Report?

Mark Geise

No.

Gary Henry

Treasurer's Report?

Kayla Strandburg

Yup. Kayla reviewed and discussed the Treasurers Report.

Gary Henry

Thank you. Any questions?

Milan Tyler

I know I'm here to answer questions not ask them but Kayla how does CREDC have negative in cash?

Shelby Bilskie

I would assume they were funded from other entities, correct Kayla? It's a classification I guess.

Milan Tyler

I see, you take the total and you're just allocating it.

Shelby Bilskie

Yeah.

Kayla Strandburg

Essentially CREDC works off of one bank account and the total is still a positive but CREDC itself accounting for certain things (difficulty hearing audio)

Gary Henry

Good question. Thank you.

Mark Geise

Yeah, this is all you know - setting all this stuff up is a real - t's been a challenge because we didn't have to track things like this before and with each and every funding source you know, you need to track them independently. So, setting up all these different fund codes and ledgers and tracking everything and there's different timing of when the money comes in and what's your annual - you know - but we're getting better and better, right? Better and better. We're not perfect but we're getting better and better. Now we're meeting monthly and talking through all these things and making sure that we're staying on top of it - fixing things where they're not right.

Gary Henry

Thank you. Do we have a motion to accept the Treasurers Report?

Brad Walters

So moved.

Gary Henry

Thank you Brad. Do we have a second?

Kevin Muldowney

Second.

Gary Henry

All those in favor say Aye.

Board

Aye Unanimous.

Gary Henry

Opposed? The Treasurers Report has been accepted. Any Old Business to come before the Board? Hearing none we will consider the CREDC Meeting adjourned.

Meeting adjourned at 12:05 p.m.

(Assistant) Secretary

(Vice) Chairman