

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS
OF THE
BUFFALO AND ERIE COUNTY REGIONAL
DEVELOPMENT CORPORATION
(RDC)**

- DATE:** October 27, 2021
- LIVE STREAMED:** This Board meeting is being live-streamed and made accessible on the Erie County Industrial Development Agency website at www.ecidany.com.
- PRESENT:** Denise Abbott, Hon. Diane Benczkowski, Rev. Mark E. Blue, Hon. Joseph Emminger, Hon. Howard Johnson, Tyra Johnson, Hon. Brian Kulpa, Richard Lipsitz, Brenda W. McDuffie, Hon. Glenn R. Nellis, Hon. Mark C. Poloncarz, Sister Denise Roche, Kenneth A. Schoetz and Paul Vukelic
- EXCUSED:** Hon. Bryon W. Brown, James Doherty, Dottie Gallagher, Hon. Darius G. Pridgen and Renee Wilson
- OTHERS PRESENT:** John Cappellino, President & CEO; Mollie Profic, Chief Financial Officer; Beth O’Keefe, Vice President; Atiqa Abidi, Assistant Treasurer; Gerald Manhard, Chief Lending Officer/Assistant Secretary; Jamee Lanthier, Compliance Officer; Grant Lesswing, Business Development Officer; Brian Krygier, Director of Information Technology; Carrie Hocieniec, Operations Assistant; Robbie Ann McPherson, Director, Marketing & Communications, Sean Fallon, Project Manager; and Robert G. Murray, Esq., General Counsel/Harris Beach PLLC
- GUESTS:** Deputy County Executive Maria Whyte; Andrew Federick, Erie County Senior Economic Development Specialist; Paul D’Orlando on behalf of Erie County

There being a quorum present at 12:51 p.m., the Meeting of the Board of Directors of the Buffalo and Erie County Regional Development Corporation was called to order by Chairwoman McDuffie.

MINUTES

The minutes of the September 22, 2021 meeting of the members were presented. Mr. Nellis moved and Mr. Lipsitz seconded, to approve of the minutes. Ms. McDuffie called for the vote, and the minutes were then unanimously approved.

REPORTS/ACTION ITEMS/INFORMATION ITEMS

Financial Report. Ms. Profic presented the September 2021 financial report, noting that the balance sheet shows that the RDC ended the month with total assets of \$22.4M and net assets of \$22.1M. The increase in assets from August is due mainly to an increase in cash in anticipation of additional loan closings. The September income statement shows \$579,000 of revenue, mainly CARES Act grant funding, leading to net income of \$547,000 for the month. The year-to-date income statement shows revenues of \$5.5M and \$321,000 of expenses, for net income of \$5.2M through September. It is important to note that CARES Act grant income for loans is not shown as an expense, which leads to this higher income figure.

Approval of 2022 Budget. Ms. Profic discussed the narrative portion of the proposed budget which gives an overview of the budget and any changes, along with risk factors impacting the budget. The proposed budget consists of interest income from loans at \$565,000, based on anticipated loan closings by the end of 2021. Budgeted grant income represents an estimate of the remaining CARES Act grant funding for administrative costs. Budgeted expenses are made up mainly of the ECIDA Management Fee (salary and benefit costs of ECIDA staff based on time spent on RDC business) and a provision of loan losses, estimated at 1.5% of projected outstanding loans or \$250,000. The budgeted figures result in budgeted net income of \$23,268. Ms. Profic also reviewed the 3-year forecast as required by the ABO

Mr. Johnson moved and Ms. Benczkowski seconded to approve of the 2022 Budget. Ms. McDuffie then called for the vote and the motion was unanimously approved.

Loan Status Report. Mr. Manhard presented this report. Ms. McDuffie directed that the report be received and filed.

MANAGEMENT TEAM REPORT

EDA Release of Federal Interest. Mr. Cappellino updated members that the EDA has now released its federal interest in the RDC Loan Fund.

There being no further business to discuss, Ms. McDuffie adjourned the meeting of the Agency at 1:00 p.m.

Dated: October 27, 2021



Gerald Manhard, Assistant Secretary