

## Board of Directors Meeting

Albany County Business Development Corporation  
Five Computer Drive South, Albany, NY  
November 17, 2016  
8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of October 20, 2016 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review/ Modification *Joe Landy*
  - Philly's Bar & Grill, LLC
  - GIG Computers-Supplemental Credit Memo
4. Renewal/Maturity Extension *Joe Landy*
  - Kingfield Associates, LTD dba Scarborough's
5. ACBDC Business Plan *Joe Landy*
6. Other Business *Nancy Carey Cassidy*
7. Adjournment *Nancy Carey Cassidy*

## Board of Directors Meeting

Albany County Business Development Corporation  
Five Computer Drive South, Albany, NY  
October 20, 2016  
8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of September 15, 2016 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review/ Modification *Joe Landy*
  - RAD Soap Co., LLC
  - GIG Computers (to be distributed)
4. Albany County Microenterprise Grant *Joe Landy*
  - New Scotland Physical Therapy
  - Cake Street Sweets
  - Tidy Thyme
5. ACBDC Vouchers/Financials (to be distributed) *Pat Maguire*
6. Other Business *Nancy Carey Cassidy*
7. Adjournment *Nancy Carey Cassidy*

## Board of Directors Meeting

Albany County Business Development Corporation  
Five Computer Drive South, Albany, NY  
September 15, 2016  
8:30 AM

### AGENDA

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|-------------------------------------------------------------------------------------------------------------|----------------------------|
| 1. Welcome                                                                                                  | <i>Nancy Carey Cassidy</i> |
| 2. Review of August 18, 2016 minutes                                                                        | <i>Nancy Carey Cassidy</i> |
| 3. Loan Packets for Review/ Modification <ul style="list-style-type: none"><li>• CentroTherm</li></ul>      | <i>Joe Landy</i>           |
| 4. Albany County Microenterprise Grant <ul style="list-style-type: none"><li>• Kate's Corner Deli</li></ul> | <i>Joe Landy</i>           |
| 5. 2017 ACBDC Business Plan                                                                                 | <i>Joe Landy</i>           |
| 6. Other Business                                                                                           | <i>Nancy Carey Cassidy</i> |
| 6. Adjournment                                                                                              | <i>Nancy Carey Cassidy</i> |

## Board of Directors Meeting

Albany County Business Development Corporation  
Five Computer Drive South, Albany, NY

August 18, 2016

8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of July 21, 2016 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review *Joe Landy*
  - Gig Computers, Inc.
  - Arcadia Manufacturing Group
4. Portfolio Update *Joe Landy*
  - Afrim's
5. Other Business *Nancy Carey Cassidy*
6. Adjournment *Nancy Carey Cassidy*

## Board of Directors Meeting

Albany County Business Development Corporation

Five Computer Drive South, Albany, NY

July 21, 2016

8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of June 16, 2016 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review *Joe Landy*
  - Arcadia Manufacturing Group (renewal)
  - Pixie Salon, Inc.
4. Portfolio Update *Joe Landy*
  - YS Recycling
  - Afrim's
  - Turnkey
  - Centrotherm
5. Assignment and Assumption Agreement *Madeline Kaufmann*
6. Other Business *Nancy Carey Cassidy*
7. Adjournment *Nancy Carey Cassidy*

## Board of Directors Meeting

Albany County Business Development Corporation

Five Computer Drive South, Albany, NY

June 16, 2016

8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of May 19, 2016 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review *Joe Landy*
  - Colonie ASC, LLC
4. Portfolio Update *Joe Landy*
  - Turnkey Internet
  - Honest Weight Food Co-op
5. Renewal of Chamber AI Tech Contract *Nancy Carey Cassidy*
6. Albany County Microenterprise Grant Program *Joe Landy/George Penn*
7. Financial Statement Summary/Voucher Request *Patricia Maguire*
8. Other Business *Nancy Carey Cassidy*
9. Adjournment *Nancy Carey Cassidy*

## Board of Directors Meeting

Albany County Business Development Corporation

Five Computer Drive South, Albany, NY

May 19, 2016

8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of April 21, 2016 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review *Joe Landy*
  - S Cube
  - Node40
4. Portfolio Update *Joe Landy*
  - Afrim's
5. Albany County Microenterprise Grant Program *George Penn*
6. ACBDC Business Plan update *Joe Landy*
7. Other Business *Nancy Carey Cassidy*
8. Adjournment *Nancy Carey Cassidy*

## Board of Directors Meeting

Albany County Business Development Corporation

Five Computer Drive South, Albany, NY

April 21, 2016

8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of March 17, 2016 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review *Joe Landy*
  - Centrotherm Eco Systems, LLC
  - Trinity Realty Group
4. Portfolio Update *Joe Landy*
  - Trinity Realty Group
  - Afrims
5. Other Business *Nancy Carey Cassidy*
7. Adjournment *Nancy Carey Cassidy*



## Board of Directors Meeting

Albany County Business Development Corporation

Five Computer Drive South, Albany, NY

March 17, 2016

8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of February 12, 2016 minutes *Nancy Carey Cassidy*
4. Audit Presentation *T.M. Byxbee*
3. Loan Packets for Review *Joe Landy*
  - Crisafulli Bros. Plumbing & Heating
4. Portfolio Update *Joe Landy*
  - Albany Distilling
  - Afrims
5. Other Business *Nancy Carey Cassidy*
7. Adjournment *Nancy Carey Cassidy*

## Audit Committee Meeting

Albany County Business Development Corporation

Five Computer Drive South, Albany, NY

March 17, 2016

8:30 AM

### AGENDA

1. Welcome *Mark Eagan*
2. Review of August 27, 2015 and  
January 28, 2016 minutes *Mark Eagan*
3. Audit Presentation *Glenn Winter*  
*T.M. BYXBEE COMPANY, CPAs*
4. Questions to auditor
5. Vote on Acceptance by Audit Committee
6. Other Business
7. Meeting Adjourned *Mark Eagan*

Board of Directors Meeting

Albany County Business Development Corporation  
Five Computer Drive South, Albany, NY  
February 18, 2016  
8:30 AM

AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of January 28, 2016 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review *Joe Landy*
  - Residential Improvements, Inc.
4. Portfolio Update *Joe Landy*
  - J & J Service and Repair
5. Other Business *Nancy Carey Cassidy*
7. Adjournment *Nancy Carey Cassidy*

Albany County Business Development Corporation  
5 Computer Drive South, Albany, NY

Thursday, February 28, 2016  
8:00 a.m.

Audit Committee, Pre Audit Annual Meeting

AGENDA

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Committee Members: Allen Maikels, Sean Ward , Mark Eagan

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|--------------------------------------------------------------------------------------|---------------|
| 1. Welcome                                                                           | Allen Maikels |
| 2. Agency Voucher (Reimbursement Request)                                            | Pat Maguire   |
| 3. Review of Loan Loss Reserve calculation                                           | Pat Maguire   |
| 4. 2015 Year-end Pre-audit Financial Reports                                         | Pat Maguire   |
| 5. Vote on Acceptance by Audit Committee – to be presented to the Board for Approval |               |
| 6. Other Business                                                                    | Allen Maikels |
| 7. Meeting Adjourned                                                                 | Allen Maikels |

Next Meeting  
Auditors Presentation of Audited Financials  
8:00 a.m.  
March 24, 2016

## Board of Directors Meeting

Albany County Business Development Corporation  
Five Computer Drive South, Albany, NY  
Thursday, January 28, 2016  
8:30 AM

### AGENDA

1. Welcome *Nancy Carey Cassidy*
2. Review of December 17, 2015 minutes *Nancy Carey Cassidy*
3. Loan Packets for Review *Joe Landy*
  - J&J Service and Repairs, Inc.
  - Inova, LLC
4. Portfolio Update *Joe Landy*
  - Turnkey Internet
  - Afrim's Sports
  - Terminal Millworks
5. Financial Statement Summary/Voucher Request *Patricia Maguire*
6. Other Business *Nancy Carey Cassidy*
7. Adjournment *Nancy Carey Cassidy*