

Albany County Business Development Corporation

5 Computer Drive South, Albany, NY

Board of Directors Meeting

December 19, 2019

8:30 AM

AGENDA

Welcome	<i>Nancy Carey Cassidy</i>	
1. Review of November 21, 2019 minutes	<i>Nancy Carey Cassidy</i>	VOTE
2. Loan application for review <ul style="list-style-type: none">• Kelly Anne's Salon, Inc.	<i>John Skrobela</i>	VOTE
3. Loan Renewal/Maturity Extension <ul style="list-style-type: none">• Northeast Pest Control, Inc.	<i>John Skrobela</i>	VOTE
4. Financials for period ending 9/30/2019 (to be distributed at meeting)	<i>Allen Maikels</i>	VOTE
5. Agency voucher (to be distributed at meeting)	<i>Allen Maikels</i>	VOTE
6. Open discussion	<i>John Skrobela</i>	
7. Other business	<i>Nancy Carey Cassidy</i>	
8. Adjournment	<i>Nancy Carey Cassidy</i>	

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

Board of Directors Meeting

November 21, 2019
8:30 AM

AGENDA

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|--|----------------------------|------|
| Welcome | <i>Nancy Carey Cassidy</i> | |
| 1. Review of September 19, 2019 minutes | <i>Nancy Carey Cassidy</i> | VOTE |
| 2. Ratify email votes – October 17, 2019 | <i>Nancy Carey Cassidy</i> | VOTE |
| <ul style="list-style-type: none">• Reeves Associates, LLC Loan Renewal/Maturity Extension• Centrotherm Eco Systems, LLC Loan Renewal/Maturity Extension• 135 Mohawk Street, LLC Loan Renewal/Maturity Extension• Griner Brothers Builders, LLC/Men’s Inc. Barbershop Loan Approval Modification• ACBDC Four-Year Budget | | |
| 3. Loan application for review | <i>John Skrobela</i> | VOTE |
| <ul style="list-style-type: none">• Bennington Furniture, Inc. | | |
| 4. Loan application for review | <i>John Skrobela</i> | VOTE |
| <ul style="list-style-type: none">• Adirondack Records Management, Inc. | | |
| 5. Loan application for review | <i>John Skrobela</i> | VOTE |
| <ul style="list-style-type: none">• Don’s Moving & Storage, Inc. | | |
| 6. Portfolio updates | <i>John Skrobela</i> | |
| <ul style="list-style-type: none">• Thermoaura, Inc.• Billing Electronic Systems Technology, Inc. | | |
| 7. Open discussion | <i>John Skrobela</i> | |
| 8. Other business | <i>Nancy Carey Cassidy</i> | |
| 9. Adjournment | <i>Nancy Carey Cassidy</i> | |

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

Board of Directors Meeting

September 19, 2019
8:30 AM

AGENDA

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|--|----------------------------|------|
| Welcome | <i>Nancy Carey Cassidy</i> | |
| 1. Review of August 15, 2019 minutes | <i>Nancy Carey Cassidy</i> | VOTE |
| 2. Loan application for review <ul style="list-style-type: none">• Griner Brothers Builders, LLC | <i>John Skrobela</i> | VOTE |
| 3. Loan Renewal/Maturity Extension <ul style="list-style-type: none">• New Scotland Liberty, LLC | <i>John Skrobela</i> | VOTE |
| 4. Open discussion | <i>John Skrobela</i> | |
| 5. Other business | <i>Nancy Carey Cassidy</i> | |
| 6. Adjournment | <i>Nancy Carey Cassidy</i> | |

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

Board of Directors Meeting

August 15, 2019
8:30 AM

AGENDA

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|---|----------------------------|------|
| Welcome | <i>Nancy Carey Cassidy</i> | |
| 1. Review of May 16, 2019 minutes | <i>Nancy Carey Cassidy</i> | VOTE |
| 2. Ratify email votes – June 14, 2019 | <i>Nancy Carey Cassidy</i> | VOTE |
| a. 421 Loudon Road, LLC Loan Renewal/Maturity Extension | | |
| b. Blue Agave (Bermejo-Bhola & Bermejo, LLC) Loan Renewal/Maturity Extension | | |
| 3. Ratify email votes – July 18, 2019 | <i>Nancy Carey Cassidy</i> | VOTE |
| a. The Spotted Zebra Learning Center, Inc. Loan Renewal/Maturity Extension | | |
| b. Star Roofing Collateral Modification | | |
| 4. Loan application for review | <i>John Skrobela</i> | VOTE |
| • Brady Agency | | |
| 5. Financials for period ending June 30, 2019
(to be distributed at meeting) | <i>Allen Maikels</i> | VOTE |
| 6. Agency voucher
(to be distributed at meeting) | <i>Allen Maikels</i> | VOTE |
| 7. Open discussion | <i>John Skrobela</i> | |
| 8. Other business | <i>Nancy Carey Cassidy</i> | |
| 9. Adjournment | <i>Nancy Carey Cassidy</i> | |

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

Board of Directors Meeting

May 16, 2019
8:30 AM

AGENDA

Welcome	<i>Nancy Carey Cassidy</i>	
1. Review of March 25, 2019 minutes	<i>Nancy Carey Cassidy</i>	VOTE
2. Ratify April 18, 2019 Email Votes	<i>Nancy Carey Cassidy</i>	VOTE
3. Loan Renewal / Maturity Extension <ul style="list-style-type: none">• Zephyr Preservation Studio, LLC	<i>John Skrobela</i>	VOTE
4. Loan Renewal / Maturity Extension <ul style="list-style-type: none">• Spierfalls, LLC	<i>John Skrobela</i>	VOTE
5. Loan Renewal / Maturity Extension <ul style="list-style-type: none">• Double L Ranch, Inc.	<i>John Skrobela</i>	VOTE
6. Loan Renewal / Maturity Extension <ul style="list-style-type: none">• Hameroff & Sons, LLC	<i>John Skrobela</i>	VOTE
7. Updates	<i>John Skrobela</i>	
8. Other Business	<i>Nancy Carey Cassidy</i>	
9. Adjournment	<i>Nancy Carey Cassidy</i>	

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

Board of Directors Meeting

March 25, 2019
8:30 AM

AGENDA

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|---|--|------|
| Welcome | <i>Nancy Carey Cassidy</i> | |
| 1. Audit Presentation | <i>Kevin Testo, CPA, Partner
Bonadio & Co.</i> | |
| 2. Questions to auditor | | |
| 3. Recommendation from Audit Committee | <i>Jeff Stone</i> | |
| 4. Vote on Audited Financial Statements | <i>Nancy Carey Cassidy</i> | VOTE |
| 5. Review of February 21, 2019 minutes | <i>Nancy Carey Cassidy</i> | VOTE |
| 6. Loan Application for Review <ul style="list-style-type: none">All Type Professional Door Service, Inc. | <i>John Skrobela</i> | VOTE |
| 7. Loan Renewal / Maturity Extension <ul style="list-style-type: none">795 Broadway, LLC | <i>John Skrobela</i> | VOTE |
| 8. Updates | <i>John Skrobela</i> | |
| 9. Public Authority Annual Requirement <ul style="list-style-type: none">Acknowledgement of Fiduciary Duties & ConfidentialityCode of Ethics / Conflict of Interest StatementConfidential Evaluation of Board Performance | <i>Christine Thompson</i> | |
| 10. Other Business | <i>Nancy Carey Cassidy</i> | |
| 11. Adjournment | <i>Nancy Carey Cassidy</i> | |

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

Audit Committee Meeting

**Monday, March 25, 2019
8:00 a.m.**

AGENDA

Audit Committee Meeting –

Members of Committee: Bob Dollar, Allen Maikels, Jeff Stone

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|-------------------------|---|
| 1. Welcome | Jeff Stone, Chair |
| 2. Audit Review | Kevin Testo, CPA, Partner,
Bonadio & Co. |
| 3. Questions to auditor | |

EXECUTIVE SESSION

- | | |
|--|------------|
| 4. Motion to recommend for acceptance the Audited Financial Statements | |
| 5. Review of November 20, 2018 minutes | Jeff Stone |
| 6. Review of January 25, 2019 minutes | Jeff Stone |
| 7. Meeting Adjourned | Jeff Stone |

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

Board of Directors Meeting

February 21, 2019
8:30 AM

AGENDA

Welcome	<i>Nancy Carey Cassidy</i>	
1. Review of January 17, 2019 minutes	<i>Nancy Carey Cassidy</i>	VOTE
2. Loan Application for Review <ul style="list-style-type: none">• Tiny Town Daycare	<i>John Skrobela</i>	VOTE
3. Loan Renewal / Maturity Extension <ul style="list-style-type: none">• JeffPir, LLC	<i>John Skrobela</i>	VOTE
4. Pipeline / Portfolio Updates	<i>John Skrobela</i>	
5. Other Business	<i>Nancy Carey Cassidy</i>	
6. Adjournment	<i>Nancy Carey Cassidy</i>	

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

Audit Committee Meeting

**January 25, 2019
10:00 a.m.**

AGENDA

Audit Committee Meeting –

Members of Committee: Bob Dollar, Allen Maikels, Jeff Stone

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|-------------------------------------|---|
| 1. Welcome | Jeff Stone, Chair |
| 2. Review of March 27, 2018 minutes | Jeff Stone |
| 3. Review of April 18, 2018 minutes | Jeff Stone |
| 4. Discussion of 2018 audit | Kevin Testo, CPA, Partner,
Bonadio & Co. |
| 5. Other Business | Jeff Stone |
| 6. Meeting Adjourned | Jeff Stone |

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

Board of Directors Meeting

January 17, 2019
8:30 AM

AGENDA

Welcome	<i>Nancy Carey Cassidy</i>	
1. Review of December 20, 2018 minutes	<i>Nancy Carey Cassidy</i>	VOTE
2. Loan Renewal / Maturity Extension <ul style="list-style-type: none">• Kurd, LLC	<i>John Skrobela</i>	VOTE
3. Fourth Quarter 2018 Financials	<i>Allen Maikels</i>	VOTE
4. Fourth Quarter 2018 Agency Voucher	<i>Allen Maikels</i>	VOTE
5. Updates	<i>John Skrobela</i>	
6. Other Business	<i>Nancy Carey Cassidy</i>	
7. Adjournment	<i>Nancy Carey Cassidy</i>	