

**Wayne Economic Development Corporation**  
**Board Meeting – June 23, 2021**  
**MINUTES**

The regular meeting of the Wayne Economic Development Corporation (WEDC) was called to order by Dave Spickerman, Chairman at 9:03 a.m. with members in attendance via Zoom and in person at 9 Pearl Street, Lyons, Second Floor Conference Room. Members present were Dave Spickerman, Ken Miller – Vice Chairman, Julie DiLella – Treasurer, Pamela Heald via Zoom, and Robert DeBadts. Members absent were Jeannie Brockmyre, and Kaye Stone-Gansz – Secretary. Also present were John P. Morell, Esq., Brian Pincelli, CEO; Kathleen Bronson, COO; Jamie Corteville, CFO; Deb Hall, new Clerk/Assistant Secretary. Meeting began with roll call.

Minutes from the May 26, 2021 board meeting were presented for approval as a motion by Mr. DeBadts and second by Mr. Spickerman. These were accepted with unanimous approval.

A Resolution Authorizing Deborah Hall as the New Assistant Secretary and Records Management Officer was presented as a motion by Ms. Heald and second by Mr. DeBadts. The resolution was accepted with unanimous approval.

A Resolution was presented authorizing staff to open two new bank accounts for the Microburst Program. Wayne County was awarded \$200,000 from New York State Department of Housing and Community Renewal (HCR) for Community Development Block Grant (CDBG) for Microenterprise funding to establish a program to provide grants to microenterprises and startup businesses. A motion to accept this resolution came from Mr. DeBadts and second by Ms. Heald. The resolution was accepted with unanimous approval.

A Resolution was presented to Approve and Authorize submission of annual IRS form 990. This was presented as a motion by Mr. Miller and second by Ms. Heald. The resolution was accepted with unanimous approval.

A Resolution Approving Terms to Parable Yoga, LLC Micro Loan whereas, Parable Yoga is no longer in business due to the COVID-19 pandemic; be it hereby resolved that the WEDC approves the original payment terms detailed in the Promissory Note for Parable Yoga, LLC. This was presented as written as a motion by Mr. DeBadts and second by Mr. Miller. The resolution was accepted with unanimous approval.

Ms. Bronson reported that the Governance committee met on June 7 to discuss performance goals. These goals and a mission statement are required on website. The committee identified some new goals. Ms. Brockmyre mentioned, in committee, the importance of adding language on how to address a crisis or pandemic in the future. Next is measuring steps toward implementation. Next committee meeting will be July.

Ms. Bronson gave an update on the Edge Factor program, with most recent completion of five virtual workplace experiences that have been captured on video including Reliant, ABX, Hansford, Macedon library, and VIP fitness. Garlock and Bakewise are still on the list. Ms. Bronson played

part of the video created for VIP Fitness in Macedon. In August, WEDC will work with school districts to promote the online library of Edge Factor videos.

WEDC will be hosting a Night at Colburn Ball Park in July for clients, board members, staff and colleagues of the EDC. Invitations and RSVP will be handled by Deb Hall.

In July, WEDC will announce the 3<sup>rd</sup> Annual Pitch competition for \$25,000. New this year will be the combined introduction of the Microburst program as part of the KickStart initiative. Both programs focus on starting new businesses in the county. Ms. Bronson explained the difference between programs and feedback will ask people where they are hearing about it.

Mr. Pincelli updated the Board on the Brownfield assessment coalition using EPA funding for Phase 1 and 2 environmental assessments on neglected properties in the county. This will help identify problems and resources for private developers and aim to remove barriers to remediation. EPA likes these municipal partnerships and this could build into RLF or grants. There is currently interest for 19 site assessments. Mr. Pincelli and Ms. Corteville identified the Economic Opportunity fund that could be used to help fund this program.

Ms. Corteville provided a Fiscal Officer Report where she reviewed bank balances and gave an update on status of loan fund repayment and deferred loans. Bank balances do not reflect where the General fund has some committed monies, for example \$200,000 to Microburst. She reported some late payers but most are on time. She also began tracking average days to pay per quarter, and over the past two quarters, it was 36 days on average.

The next WEDC Board Meeting is July 28, 2021 at 9:00am

Motion to adjourn 9:44 am by Mr. DeBadts and second by Ms. DiBella.

Respectfully submitted,



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Deborah Hall, Assistant Secretary

# Wayne Economic Development Corporation

## Resolution Approving Terms to Parable Yoga, LLC Micro Loan

Whereas, the Wayne Economic Development Corporation (WEDC) is committed to developing a culture of innovation and entrepreneurship in Wayne County by attracting innovative entrepreneurs to start, build, and grow their businesses in Wayne County; and

Whereas, WEDC provided a Micro Loan to Amanda Havart for Parable Yoga, LLC, loan # 182, on March 12, 2020; and

Whereas, Parable Yoga is no longer in business due to the COVID pandemic; be it hereby

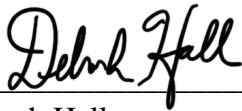
Resolved that the WEDC approves the original payment terms detailed in the Promissory Note for Parable Yoga, LLC.

Moved: Robert DeBadts Ayes: 5

Second: Ken Miller Nays: 0

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	x			
Jeannie Brockmyre			x	
Julie Dilella	x			
Kaye Stone-Gansz			x	
Ken Miller	x			
Pamela Heald	x			
Robert DeBadts	x			

The above resolution is certified and true and was passed at the Wayne Economic Development Corporation board meeting on June 23, 2021.



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Deborah Hall  
Assistant Secretary

# Wayne Economic Development Corporation

## **Resolution Authorizing New Assistant Secretary and Records Management Officer**

Whereas, the Assistant Secretary and Records Management Officer positions with Wayne Economic Development Corporation (WEDC) are currently vacant; and

Whereas, WEDC determines Deborah Hall, Senior Clerk Typist, is selected to serve as Assistant Secretary and Records Management Officer for Fiscal Year 2021; be it hereby


Resolved that WEDC Board approves and authorizes Deborah Hall, Senior Clerk Typist, to serve as Assistant Secretary and Records Management Officer for Fiscal Year 2021.

Moved: Pamela Heald Ayes: 5

Second: Robert DeBadts Nays: 0

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	x			
Jeannie Brockmyre			x	
Julie Dilella	x			
Kaye Stone-Gansz			x	
Ken Miller	x			
Pamela Heald	x			
Robert DeBadts	x			

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Katie Bronson, COO (in absence of the Assistant Secretary)

# Wayne Economic Development Corporation

## **Resolution Authorizing Staff to Open Two New Bank Accounts for the Microburst Program**

Whereas, the Wayne Economic Development Corporation (WEDC) agreed to administer the Wayne County Microburst Program on behalf of Wayne County; and

Whereas, the Wayne County was awarded \$200,000 from New York State Department of Housing and Community Renewal (HCR) for Community Development Block Grant (CDBG)-Microenterprise funding to establish a program to provide grants to microenterprises and startup businesses; and,

Whereas, WEDC committed \$200,000 in seed capital for the Wayne County Microburst for loans through a past resolution dated 1/27/2021; and

Whereas, it is prudent to create a separate bank account for the NYS HCR CDBG Microenterprise funding and the WEDC seed capital for loans; and

Whereas it is prudent to transfer \$200,000 from WEDC's primary EDC checking account, and deposit the funds into a new WEDC bank account;

Whereas, it is appropriate to have the four (4) signatories on file at the banks to represent this corporation, therefore, be it hereby

Resolved, that the WEDC Board authorizes the staff to establish two new bank accounts for the Microburst Program and;

Resolved, that the NYS HCR CDBG Microenterprise funds will be in a Microburst bank account and;

Resolved, that the WEDC matching funding will be in a separate Microburst bank account; and

Resolved that Brian Pincelli, David Spickerman, Ken Miller, and Kathleen Bronson are approved signatories on these two checking accounts associated with the Wayne Economic Development Corporation.

Moved: Robert DeBadts Ayes: 5  
Second: Pamela Heald Nays: 0

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	x			
Jeannie Brockmyre			x	
Julie Dilella	x			
Kaye Stone-Gansz			x	
Ken Miller	x			
Pamela Heald	x			
Robert DeBadts	x			

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Deb Hall, Assistant Secretary

# Wayne Economic Development Corporation

## Resolution Accepting IRS Form 990 & Authorizing Submission to IRS

Whereas the Wayne Economic Development Corporation (WEDC) Board has been presented with the 2020 IRS Form 990 that was prepared by WEDC staff and EFPR Group and is ready for submission to the Internal Revenue Service; and

Whereas, the CEO has reviewed the prepared IRS Form 990 and recommends that the WEDC board reviews and authorizes the submission to the Internal Revenue Service; and

Whereas, following the Board's review; be it hereby

Resolved, that the WEDC Board of Directors hereby accepts the prepared IRS Form 990 and authorizes staff to submit the IRS Form 990 as required.

Moved: Ken Miller Ayes: 5

Second: Pamela Heald Nays: 0

	Yea	Nay	Absent	Abstain
David Spickerman, Sr.	x			
Jeannie Brockmyre			x	
Julie Dilella	x			
Kaye Stone-Gansz			x	
Ken Miller	x			
Pamela Heald	x			
Robert DeBadts	x			

The above resolution is certified and true and was passed at the Wayne Economic Development Corporation board meeting on June 23, 2021.



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Deb Hall  
Assistant Secretary