



**ECONOMIC DEVELOPMENT CORPORATION**

**ANNUAL MEETING**

**March 21, 2023 8:30 a.m.**

**Economic Development Conference Room at 20 Ontario St., Canandaigua, NY 14424**

<b>AGENDA ITEM</b>	<b>POTENTIAL OUTCOME</b>	<b>PERSON RESPONSIBLE</b>
<b>Call to Order</b>	Quorum Present?	Rob Sollenne
<b>New Business:</b>		
Surmotech Deferred Payment Note	Motion to refer to Finance Committee	Jeff Thaler/George Chapman
<b>Old Business:</b>		
CDBG CARES Act funding	Update Board on status	Sue Vary
Real Eats	Update on status	Ryan Davis
<b>Administration:</b>		
Feb. 14, 2023 Meeting Minutes	Motion to approve minutes as written	Rob Sollenne
Bills for payment	Motion to approve payments	Michael Wojcik
Annual Board Survey	Motion to accept	Sue Vary
Annual Report	Motion to accept	Ryan Davis/Sue Vary
New Board member	Motion to approve	Lynn Freid
Slate of Officers	Motion to accept	Lynn Freid
Committee assignments	Motion to accept	Lynn Freid
12/31/22 Audited Financial Statements and PARIS Report	Motion to accept	John Rynkiewicz/Michael Wojcik
Accountant's Management Letter	Motion to accept	John Rynkiewicz/Michael Wojcik
Accountant's Letter of Communication	Motion to accept	John Rynkiewicz/Michael Wojcik
Mission Statement and Measurement Report	Motion to accept	John Rynkiewicz/Michael Wojcik
Annual Procurement Report	Motion to accept	Michael Wojcik
Management's Internal Control Assessment Report	Motion to accept	Michael Wojcik
Real Property Report	Motion to accept	Michael Wojcik
Form 990	Discussion	Michael Wojcik
CHAR 500	Discussion	Michael Wojcik
Informational Reports: Financial statements Investment Report	Motion to accept reports	Michael Wojcik
Open Discussion	Update Board/staff	Rob Sollenne
<b>Adjournment</b>	Motion to adjourn	Rob Sollenne

Next Regular Meeting is April 11, 2023

<b><u>Quorum (confirmation required):</u></b>	<b><u>Members Excused:</u></b>
Robert Sollenne, Chair	Joseph Bridgeford
Erica Wright, Vice-Chair	David Linger
Lynn Freid	Kevin Hill, Treasurer
Supervisor Peter Ingalsbe	
Supervisor Fred Lightfoote	<b><u>Guests:</u></b>
Karen Parkhurst	Jeff Thaler, CFO, Surmotech
Walt Matyjas	George Chapman, Sr. Accountant, Surmotech
Supervisor Frederick Wille	John Rynkiewicz, Mengel Metzger Barr & Co.
<b><u>Staff</u></b>	<b><u>Contract Staff:</u></b>
Ryan Davis, Executive Director	Ed Russell, III, Underberg & Kessler
Michael Wojcik, CFO	
Suzanne Vary, Staff	
Brigitte Larson, Secretary	
Jessica Kazmark, Staff	
Bob Mincer, Staff	