



**Robert T. Armistead**, Chairman • **Mary Ellen Rogulski**, Vice Chairman • **John Steinberg, Jr.**, Second Vice Chairman  
**Stephen Brescia**, Secretary • **Edward A. Diana**, Assistant Secretary • **Robert J. Schreibeis, Sr.** • **James DiSalvo**  
**Laurie Villasuso**, Chief Operating Officer & Executive Vice President • **Vincent Cozzolino**, Managing Director  
**Kevin Dowd**, Attorney • **Russell E. Gaenzle**, Harris Beach • **Joel Kleiman**, Chief Financial Officer

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## Agenda

PLEASE TAKE NOTICE, The Orange County Funding Corporation will hold a regularly scheduled meeting on August 09, 2018 immediately following the **Orange County Business Accelerator, 4 Crotty Lane, Suite 100, New Windsor, New York**, to consider and/or act upon the following:

### Order of Business

- **Roll Call**
- **Approval of the minutes from June 14, 2018 meeting**
- **Financial Reports and/or Requests for Payments**
- **New and Unfinished Business**
- **Other Board Business**
  - Cornell Cooperative Extension
- **Adjournment**

Dated: August 2, 2018

Stephen Brescia, Secretary

By: Laurie Villasuso, Chief Operating Officer & Executive Vice President

ORANGE COUNTY FUNDING CORPORATION

MINUTES

June 14, 2018

A regular meeting of the Orange County Funding Corporation was convened in public session on June 14, 2018 at 4:35 P.M. at the Statutory Committee Room, 3rd Floor Government Center Building, 255 Main Street, Goshen, NY 10924.

The meeting was called to order by the Chairman, Robert Armistead, and upon roll being called, the following were:

PRESENT: Robert Armistead, Mary Ellen Rogulski, Edward Diana, Stephen Brescia, John Steinberg, Robert Schreibeis, Jim DiSalvo

ABSENT: NONE

ALSO PRESENT: Laurie Villasuso – Chief Operating Officer  
Kevin Dowd – IDA Attorney  
Joel Kleiman – Chief Financial Officer  
Vincent Cozzolino – Managing Director  
Kelly Reilly – Project Manager

Chairman Armistead calls to order the regular meeting of the Orange County Funding Corporation, June 14, 2018 Board consists of seven members. There is a quorum.

Roll Call is taken.

Mr. Gaenzle joins by phone.

**Reorganization**

Chairman Armistead advises that this is the annual reorganizational meeting. Chairman Armistead asks the Board to nominate a Chairman. Mr. Diana moves that Chairman Armistead be reelected as chairman. Motion seconded by Mr. Brescia. Affirmative votes of all members present results in motion carried.

The officers of the Board are as follows:

Vice Chairman: Rogulski  
Second Vice Chair: Steinberg  
Secretary: Brescia  
Assistant Secretary: Diana

Motion to elect officers as noted is made by Mr. Brescia, seconded by Mr. DiSalvo. Affirmative votes of all members present results in motion carried.

The Chairman appointments for Committees are as follows:

Audit Committee: Rogulski (Chair); Diana; Steinberg  
Governance Committee: Diana (Chair); Schreibeis; Rogulski  
Finance Committee: Rogulski (Chair); Steinberg; DiSalvo

Micro-Loan Committee: Rogulski (Chair); Steinberg; DiSalvo

Resolution to approve OCFC Committees for 2018 as appointed by the Chairman. Motion made by Mr. Brescia, seconded by Mr. Schreibeis. Affirmative votes of all members present results in motion carried

Resolution to approve OCFC Depositories for 2018 is read aloud. Motion made by Mr. Steinberg, seconded by Mr. Brescia. Mr. DiSalvo abstains. Affirmative votes of six board members results in motion carried.

Resolution appointing Laurie Villasuso as Chief Operating Officer of the OCFC is read aloud. Motion made by Mr. Steinberg, seconded by Mr. Brescia. Affirmative votes of all members present results in motion carried.

Resolution appointing the OCFC Chief Financial Officer is read aloud. Motion made by Mr. Steinberg, seconded by Mr. Brescia, appointing Joel Kleiman as Chief Financial Officer of the OCFC. Affirmative votes of all members present results in motion carried.

Resolution appointing the OCFC attorney is read aloud. Motion made by Mr. Steinberg, seconded by Mr. Brescia, appointing Kevin Dowd attorney of the OCFC. Affirmative votes of all members present results in motion carried.

### **Minutes**

Review of the April 12, 2018 meeting minutes. Motion made by Mr. Steinberg, seconded by Mr. Schreibeis, to approve the minutes. Motion carries with all in favor.

### **Financial Reports and/or Requests for Payment**

Mr. Kleiman reviews the income and expense summary, noting that the income YTD balance is \$108,195 and YTD expenses are \$21,775, with revenues exceeding expenses by \$86,420.

The balance in the bank account is \$1,732,173.

Mr. Kleiman asks for a motion to approve the vouchers and payments in the amount of \$72,750 for June and \$550 for May. Motion made by Chairman Armistead, seconded by Mr. Brescia, that the Board accept the financial reports, authorize OCFC payments and vouchers. Open for discussion. Affirmative votes of all members present results in motion carried.

Ms. Villasuso asks Mr. Gaenzle when the contribution from Harris Beach can be expected.

Mr. Gaenzle informs the board that the payment can be expected by mid-July.

### **New and Unfinished Business**

No new or unfinished business is presented.

### **Other Board Business**

Governance Committee

Cornell Cooperative Extension (Big Red Barn)

Ms. Villasuso informs the board that Cornell Cooperative Extension wrote a letter to the board requesting an extension on their expenditure agreement till the end of the 2018.

Motion made by Mr. Schreibeis, seconded by Mr. Steinberg, authorizing an extension of time to Orange County Cornell Cooperative Extension for use of authorized project expenditures for the development of its education and job

training center for the extension's education center & 4-H park in the Town of Mount Hope. Open for discussion. Affirmative votes of all members present results in motion carried.

Ms. Villasuso informs the board that they are still waiting for some additional documents from the Town of Florida before sending over the updated agreement to proceed with rehabilitation of the Mapes Homestead.

### **Adjournment**

With no further business, meeting called for adjournment by Chairman Armistead, motion made by Mr. DiSalvo, seconded by Mr. Schreibeis, the time being 4:55p.m.

# Orange County Funding Corporation

August 2018

## Funds Received

Harris Beach (contribution)	\$135,000.00
<b>Total</b>	<b>\$135,000.00</b>

## Vouchers & Payments

Kevin T. Dowd, Esq. (Legal Services July 2018)	160.00
R&D Legal Bookkeeping (Bookkeeping service for July 2018)	80.00
Thomas Mance (Village of Florida project)	7,800.00
3Z Masonry, Inc (Village of Florida project)	6,000.00
Fusco Engineering (Village of Florida)	946.00
Bialecki Architects (Cornell Cooperative Extension)	11,400.46
<b>Total</b>	<b>\$ 26,386.46</b>

## Melanie Schouten

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**From:** Melanie Schouten  
**Sent:** Wednesday, June 20, 2018 12:50 PM  
**To:** Melanie Schouten  
**Subject:** FW: New Freedom of Information Law - Orange County Funding Corporation submitted on 06/13/2018

**From:** [NewYork@OpenTheBooks.com](mailto:NewYork@OpenTheBooks.com)  
**Date:** June 13, 2018 at 7:37:14 PM EDT  
**To:** <[lvillasuso@ocnyida.com](mailto:lvillasuso@ocnyida.com)>  
**Subject:** New Freedom of Information Law - Orange County Funding Corporation submitted on 06/13/2018

06/13/2018

Laurie Villasuso

Pursuant to the Freedom of Information Law, this is a request for a copy of the following records: An electronic copy of 'any' and 'all' vendor payee payments for the fiscal year 2017. Production shall include the vendor name; vendor address; vendor city; vendor state name; vendor zip code; check date/ ACH date; check number/ACH code; check amount/ ACH amount; department; agency; type of payment (i.e. contract, grant, etc.), and description of products or services/purpose of payment.

Four common reports which are acceptable and may already be in your accounting system include, Vendor Activity Report, Voucher Detail Report, Voucher Summary Report and AP Check Listing Parameters. The preferred method for sending this is by electronic mail with an attached document formatted in CSV or XLS to [NewYork@OpenTheBooks.com](mailto:NewYork@OpenTheBooks.com). If these specific reports do not exist, an export including the fields mentioned above is acceptable.

As you know, the Freedom of Information Law requires that an agency respond to a request within five business days of a request. I have attached a link to the law <http://www.dos.ny.gov/coog/foil2.html> for your convenience.

If any records or portions of records are withheld, please state the exemption on which you rely, the basis on which the exemption is invoked, and the name of the individual responsible for the decision.

Thank you for your prompt consideration of my request. If you have any questions, or if I can be of any assistance, please e-mail me at [NewYork@OpenTheBooks.com](mailto:NewYork@OpenTheBooks.com).

Sincerely,

Denise Cattoni  
American Transparency  
P.O. Box 970999  
Boca Raton, FL 33497-0999