

Wyoming County Business Center, Inc.  
Meeting Minutes  
February 8, 2012

The WCBC, Inc Board of Directors met on February 8, 2012 at 3:30 p.m. at the Wyoming County Business Center, 6470 Route 20A, Perry, New York.

Present were: James Pierce, President/CEO; Mark Merrill, Chairman, Jim Fleischman, Secretary; Frank Vitagliano, Jr, Director

Also in Attendance: Linda Leblond, Wyoming County Business Education Council and Doug Patti, Supervisor for the Town of Attica.

Mark Merrill called the meeting to order at 3:32 pm.

**Review and Approval of January 11, 2012 Minutes**

Mark Merrill asked for comments on the minutes from the January 11, 2012 meeting. There were no comments, Frank Vitagliano made a motion to accept the minutes as presented. Jim Fleischman seconded the motion, and it was unanimously approved.

**Review and Approval of Monthly Financial Report**

Mark Merrill asked for a review of the monthly financials. Jim Pierce provided an overview of the YTD figures and balances for the WCBC giving a review of income and expenses. Jim reported that there were two generous donations for the FastTrac New Venture program made by the Bank of Castile and Complete Payroll Processing. Jim P. passed out a letter of engagement for \$4,575.00 for the audit from Freed Maxick & Battaglia. Frank Vitagliano made a motion to accept the financial report as presented and authorized Jim P. to sign the engagement letter with Freed Maxick & Battaglia, Jim Fleischman second the motion and it was unanimously approved. Mark Merrill asked under account fees if West Bookkeeping Services will stay on with the WCBC. Jim P. stated only as needed.

**Presidents Update:**

Jim P. shared a report of project economic development wins and jobs created in Wyoming County by the WCBC and IDA during 2011. He summarized the report by noting that 28 projects were assisted with a total of 151 jobs being created.

- Met the business leaders of a manufacturing operation in Nunda. The company has been looking for existing space to serve as their warehousing and distribution facility as well as future plans to move some of their production to a separate facility. The company was close to a deal for leasing a building in Mt. Morris, this prompted a visit by Jim P. and the building owner of the Perry Commerce Center to make a last ditch plea. They have provided us two weeks to prepare a proposal that is competitive and one which included 2,500 sq. ft. of cooler space. The numbers have been crunched and forwarded verbally and were well received. The company president has asked for the agreement in writing.
- It appears that the business that manufactures saw dust that we have been working with for

locating to the former A & A Metal site in Perry will be building a new building on their existing site and are now working with the IDA on possible tax incentive package. The company was under pressure to move from his current location by the building owner and he needed to move faster than we could because of the involvement with the DEC and DOH on the contaminants at the site. The company however remains interested in the former A & A Metal site for future development.

- The manufacturer of modular homes who is interested in building a new 90,000 sq. ft. building in the Warsaw Industrial Park has decided to first try to establish a Rt. 19 location for a few model homes, while they work on getting their finances in place. Recent calls have not been returned.
- Working with Koike Aronson who is looking to make another acquisition that may necessitate the company moving into phase 2 (an approximate 80,000 sq. ft. expansion) of their growth plan sooner than they expected. Phase 1 is currently underway and that includes \$3.5 million project will include a 20,000 sq. ft. building expansion, new equipment and the creation of 15 jobs. The company is well positioned and will continue in their quest of an acquisition.
- Reached out once again with representatives from API Air Tech who is need of an expansion if they are successful in landing a contract with an OEM. They are considering a 10,000 sq. ft. build out of their existing facility or would commit to a 20,000 sq. ft. lease on a build to suit arrangement by Peter Krog at the Arcade Business Park. A third option is leasing the API SMD building that appears once again to be available.
- Still working with the business leaders of Base Tech who have recently acquired a small company in California and are slowly bringing the work here to the Arcade Business Park building. Job numbers have grown from 13 to 19 presently. There have been some further discussions with the building owner Krog Corp to finish out the remaining 8,000 sq. ft. in their current building and leasing the whole space.
- Still working with a recreational business on a proposed expansion project.

### **FastTrac New Venture**

Jim P. reported that the next program will begin on March 21, 2012. Thus far five have registered, if anyone knows of someone who is considering starting a new business please have them contact Jim Pierce.

### **A & A Metal Fabricating**

Things are at a standstill for now until NYS DEC and Department of Health come to a consensus that the remainder of the site is not a significant threat. This declaration is holding up our business prospect from moving forward on developing an ownership deal. Rob Naperalski from Labella Associates (formally of TVGA) is in regular contact with the DEC's Greg Sutton on this issue on our behalf.

### **Micro Loan:**

Jim P. shared with the board proposed amendments to the Micro Loan Policy and Guidelines that are recommended by Diane Church our loan attorney. The recommendations will serve as a guide that will direct from what savings account the approved loans will be drawn from in the future, in this case either the restricted account or the unrestricted account, since each source of funding has certain eligibility criteria.

Jim P. also indicated that an amendment of the loan approval for Twice is Nice Boutique, LLC should also be made if the loan policy amendments are approved so there is a record that the loan will be drawn from the unrestricted account.

Jim Fleischman made a motion to approve the amendments to the Micro Loan Policy and Guidelines and amend the loan approval to Twice is Nice Boutique so that it directs that the funds should be drawn from the unrestricted account. Frank Vitagliano seconded the motion and it was approved unanimously.

Jim Fleischman asked for an update on rail project. Mike updated the board on progress. The Attica project is going to bid at end of February or early March with hopes the trans-loading facility will be open June/July.

### **Troubled Accounts**

Jim P. has asked for financial statements as requested by the Board at the previous meeting. Only one has complied so far the rest will forward a copy of their tax returns when they are done.

Jim P. provided a brief overview of the progress with the troubled accounts.

### **Other Business**

Jim Brick discussed the Hudson Valley Agri-business group that he became aware of at the NYS Association of Counties meeting and suggested Jim P. check into them

Doug Patti led some discussion on what could be done with the vacant Attica Prison Farm.

Frank motioned to adjourn meeting at 4:23 p.m. Jim B. seconds that motion and it was approved unanimously.

### **Next Meeting**

The next meeting is scheduled for Wednesday, March 7th, at 9:00 a.m. in the Conference Room.