

SCHUYLER COUNTY HUMAN SERVICES DEVELOPMENT CORPORATION

Minutes of the Meeting

March 15, 2023

Present at the meeting: Fonda Chronis, Kevin Murphy, Jim Howell, Rita King

Meeting of the Directors

Call to Order: 9:40 AM

1. Election of Board Members

Holley Sokolowski - two-year term 1/1/2023-12/31/2024

Tim O'Hearn - one-year term 1/1/2023-12/31/2023

Kevin Murphy - two-year term 3/15/2023-12/31/2024

Motion to approve new Board Members by Kevin Murphy; seconded by Fonda Chronis.

Unanimously approved.

2. Election of Officers

President-Carl H. Blowers

Treasurer-Josh Brittingham

Secretary-Peggy Tomassi

Motion to approve the slate of officers by Fonda Chronis; seconded by Kevin Murphy.

Unanimously approved.

3. Appointment of Committee Members

Audit & Finance - Jim Howell, Kevin Murphy, Holley Sokolowski

Governance - Jim Howell, Kevin Murphy, Holley Sokolowski

Motion to approve slate by Fonda Chronis; seconded by Kevin Murphy.

Unanimously approved.

4. September 14, 2022 Meeting Minutes-no discussion.

Motion to approve by Kevin Murphy; seconded by Fonda Chronis.

Unanimously approved.

5. 2022 3<sup>rd</sup> & 4<sup>th</sup> Quarter Financial Reports- Kevin inquired to the difference in Current Assets between 2021 & 2022. Rita King stated the change is due to GASB87 requirements of how things are reported.

Motion to approve by Kevin Murphy; seconded by Fonda Chronis.

Unanimously approved.

6. PARIS and Annual & Measurement Reports - no discussion.

Motion to approve by Fonda Chronis; seconded by Kevin Murphy.

Unanimously approved.

7. 2022 Financial Audit - Rita King from Insero presented. No discussion.

Motion to approve by Kevin Murphy; seconded by Fonda Chronis.

Unanimously approved.

8. 2023-2027 Budgets-the 2023 amended budget request is due to Planned Parenthood not moving forward with the 2023 lease agreement. They had vacated the space in November without any notification. In January/February, they were asked to remove their furniture from the space.

Motion to approve by Fonda Chronis; seconded by Kevin Murphy.

Unanimously approved.

9. Policies

(1) Mission Statement and Performance Measures

(2) Investment Policy

(3) Disposition of Property Guidelines.

No changes made in 2022. Motion to approve by Kevin Murphy; seconded by Fonda Chronis. Unanimously approved.

10. Fiduciary Duty Statement & Annual Board Evaluation – Board members should complete & return to Peggy to submit to the ABO.

11. Building Operation Update- Fonda Chronis reported the new roof & exterior painting has been completed.

12. Other -No other discussion items.

Motion to adjourn at 10:01AM Fonda Chronis moved to adjourn the meeting; Kevin Murphy seconded. Unanimously approved.

Next meeting date is September TBD 2023.

SCHUYLER COUNTY HUMAN SERVICES DEVELOPMENT CORPORATION

Minutes of the Meeting

September 20, 2023

Present at the meeting: Shawn Rosno, Tim O'Hearn, Carl Blowers, Holley Sokolowski, Joshua Brittingham, Jim Howell, Peggy Tomassi

Meeting of the Directors

Call to Order: 9:34 AM

1. Election of Board Members

M. Shawn Rosno – fulfill two-year term 1/1/2023-12/31/2024

Motion to accept removal of Fonda Chronis & approve new Board Member by Tim O'Hearn; seconded by Holley Sokolowski. Unanimously approved.

2. March 15, 2023 Meeting Minutes-no discussion.

Motion to approve by Tim O'Hearn; seconded by Holley Sokolowski. Unanimously approved.

3. 2023 1<sup>st</sup> & 2<sup>nd</sup> Quarter Financial Reports-

Motion to approve by Shawn Rosno; seconded by Holley Sokolowski. Unanimously approved.

4. 2024-2028 Budgets –

Motion to approve by Holley Sokolowski; seconded by Tim O'Hearn. Unanimously approved.

5. Building Operation Update- Building continues to provide the services it was designed to.

6. Other – Can we move to an annual meeting vs two times per year? Meeting will be held in March so that PARIS can be completed.

Motion to adjourn at 9:52AM Tim O'Hearn moved to adjourn the meeting; Holley Sokolowski seconded. Unanimously approved.

Next meeting date is March 2024. Date to be determined.