

SCHUYLER COUNTY HUMAN SERVICES DEVELOPMENT CORPORATION

Minutes of the Meeting

March 27, 2025

Present at the meeting: Shawn Rosno, Carl Blowers, Holley Sokolowski, Joshua Brittingham, Christopher Desrochers, Nigar Hale, Evan Cleveland, Samantha Baker, Duane Schoen, Jim Howell

Meeting of the Directors

Call to Order: 9:42 AM

1. Election of Board Members

Christopher Desrochers – two-year term 1/1/2025-12/31/2026

Nigar Hale – one-year term 1/1/2025-12/31/2025

Holley Sokolowski – two-year term 1/1/2025-12/31/2026

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

Unanimously approved.

2. Election of Officers

President – Carl Blowers

Treasurer – Josh Brittingham

Secretary – Samantha Baker

Motion to approve the slate of officers by Shawn Rosno; seconded by Christopher Desrochers.

Unanimously approved.

3. Appointment of Committee Members

Audit & Finance – Nigar Hale, Jim Howell, Holley Sokolowski

Governance – Nigar Hale, Jim Howell, Holley Sokolowski

Motion to approve slate by Holley Sokolowski; seconded by Shawn Rosno.

Unanimously approved.

4. March 20, 2024 Meeting Minutes – no discussion.

Motion to approve by Christopher Desrochers; seconded by Shawn Rosno.

Unanimously approved.

5. 2024 Quarter Financial Reports – no discussion.

Motion to approve by Shawn Rosno; seconded by Christopher Desrochers.

Unanimously approved.

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

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

Unanimously approved.

7. 2024 Financial Audit – Evan Cleveland from Insero presented. No audit findings or issues.

No recommendations.

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

Unanimously approved.

8. 2025-2029 Budgets – no discussion.

Motion to approve by Shawn Rosno; seconded by Christopher Desrochers.

Unanimously approved.

9. Policies

(1) Mission Statement and Performance Measurers

(2) Investment Policy

(3) Disposition of Property Guidelines

No changes made in 2024. Motion to approve by Shawn Rosno; seconded by Christopher Desrochers. Unanimously approved.

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

11. Building Operation Update – Work done in 2024: sealing and striping the parking lot and updated security/lockdown procedures.

12. Other –

Adding Building Maintenance Expense Line to Budget & Updating Lease. Approved.

Upcoming Arbitrage Rebate – 2026. Josh Brittingham will look into pricing.

Motion to adjourn at 10:04AM Holley Sokolowski moved to adjourn the meeting; Nigar Hale seconded. Unanimously approved.

Next meeting date is March 2026. Date to be determined.

SCHUYLER COUNTY HUMAN SERVICES DEVELOPMENT CORPORATION
Minutes of a Special Meeting of the Directors
November 19, 2025

Directors Present: Shawn Rosno, Holley Sokolowski, Christopher Desrochers, Nigar Hale
Officers Present: Samantha Baker, Carl Blowers
Others Present: None

1. **Call to Order:**

The meeting was called to order at 11:04 AM. A quorum was present.

2. **Consideration of an Amendment to the 2026 Budget Related to the Schuyler Head Start Lease**

A motion to approve the amendment to the 2026 budget as presented was made by Christopher Desrochers and seconded by Nigar Hale. The motion was unanimously approved.

3. **Adjournment**

A motion to adjourn was made by Christopher Desrochers and seconded by Nigar Hale. The motion was unanimously approved, and the meeting adjourned at 11:11 AM.