

# Saratoga County Capital Resource Corp.

## Meeting Minutes July 29, 2014

Board of Supervisors meeting room, 40 McMaster Street, Ballston Spa, N.Y.

The meeting was called to order at 4:00 p.m. by Chairman Anita Daly. The following members, staff and guests were present:

**Members:** Chairman Anita Daly, John Wyatt, Eugene Zeltmann, Richard Dunn, Valerie Muratori.

**Staff:** Raymond O'Connor, CEO; Jeffrey Reale, CFO; James Carminucci, Counsel; Lori Eddy, Secretary.

**Absent:** Arthur Johnson.

### **Approval of the April 2, 2014 minutes:**

A motion to approve the minutes of April 2, 2014 was made by Ms. Muratori and seconded by Mr. Dunn. Mr. O'Connor stated that there was an error in Resolution No. 14. Invoices totaling \$751.62 should be \$851.62. There was no further discussion. With the correction noted, all voted in favor and the motion was approved.

Chairman Daly asked for a report on the two recent closings for Skidmore College. Mr. Carminucci stated that the closings, held in April and June, went well. Everything was in line with Skidmore's expectations. Chairman Daly thanked Mr. O'Connor and Mr. Carminucci for all their efforts on this project.

### **Financial Report:**

Mr. Reale reviewed the financial and budget reports. Mr. O'Connor stated that the fees for the Skidmore transaction were less than expected. Skidmore borrowed less than what was approved. We are still ahead of budget on revenue. A discussion was held regarding the presentation of figures on the budget report. Mr. Zeltmann questioned the use of the parentheses for over-budget numbers. Mr. Reale stated he would change the format of the report for the future. Mr. Reale noted there were accrued administrative expenses for 2013 paid in 2014. Mr. Zeltmann requested that the terms surplus/deficit be eliminate from the budget report. Mr. Reale stated he would reformat the report. Mr. Zeltmann asked what ABO filing requirements were upcoming. Mr. O'Connor stated the annual report was filed in April. The budget for 2015 would be the next filing at the end of the 3rd quarter. Mr. O'Connor further stated that there are also two Committee meetings required before the end of the year, the Governance and the Finance Committees.

Mr. O'Connor presented an invoice for secretarial services to be approved in the amount of \$246. A motion was made by Mr. Wyatt and seconded by Mr. Dunn. All voted in favor and the motion was approved. Chairman Daly questioned the brochure and business card expense of \$650 and the appropriate line item in the budget. Mr. O'Connor stated a correction would be made to the marketing line item.

Chairman Daly discussed the meeting that she, Mr. O'Connor and Mr. Carminucci had with the senior management of The Wesley Community. They have a plans for expansion and facility enhancements that may take place as early as 2015. The Capital Resource Corporation may be asked to facilitate tax exempt borrowings. Mr. O'Connor subsequently spoke with Wesley CEO Brian Nealon and will continue to follow up. Saratoga Hospital has had discussions with Wesley regarding a senior citizen residential

facility at exit 12 as a joint venture. That would be in the distant future if at all. On campus capital projects at Wesley may be in the \$10 million range. Ms. Muratori asked if they were interested in refinancing existing debt. Mr. Dunn stated they recently refinanced through the Saratoga County IDA. Mr. O’Conor discussed other prospects and outreach. Skidmore College is fundraising for a new sciences center. Depending upon how successful they are with donations, the project may require some financing. Ellis hospital has a lease with an option to buy on its Clifton Park facility. We may have an opportunity to provide financing if Ellis buys the building. Mr. Dunn inquired about the YMCA. Mr. O’Conor met with their Executive Director Jim Letts. Their debt situation, which is modest, doesn’t currently present a need for our services. Mr. O’Conor mentioned that SPAC is not an option for refinancing as they have no debt. Mr. Zeltman questioned our goals and objectives related to school financing and the Skidmore science center. Mr. O’Conor stated funding projects such as this does fall within the Capital Resource Corporation objectives in that educational institutions provide stability and expansion of employment opportunities in the county and overall economic stability. Chairman Daly stated the education piece fits well. It falls in line with our mission to create and sustain workforce opportunities. Mr. Zeltmann agreed as long as the rules say it is permissible.

Chairman Daly discussed draft criteria for a possible grant program. She stated that she had discussions with various community leaders who expressed a preference for projects with a lasting impact. She drafted the grant criteria for review. The CRC must make sure any program is aligned with the County’s plan for economic development and our mission statement. Mr. Dunn stated that this criteria does not focus on not-for-profits. Chairman Daly stated the grant criteria does not need to be that specific. Ms. Muratori questioned whether start-up businesses would be qualified. Chairman Daly stated it was time to start thinking about this issue. Discussion continued regarding the legalities of grants. Chairman Daly asked Mr. Carminucci and Mr. O’Conor to meet and advise the board at its next meeting regarding other agency practices. Mr. Zeltmann suggested that providing funds to the County may be a possibility. Chairman Daly stated this discussion will continue at the next meeting.

There being no further business to discuss, a motion to adjourn was made by Mr. Zeltmann and it was seconded by Mr. Dunn. All voted in favor and the meeting was adjourned.

Respectfully submitted,

Lori A. Eddy, Administrative Secretary

Approved \_\_\_\_\_ Secretary \_\_\_\_\_