**North Country Alliance Board of Directors**

**Meeting Minutes**

**April Monthly Meeting**

Date: Wednesday, April 18, 2018

Location: Teleconference

Board Members

Present: Carol Calabrese, Ben Dixon, Patrick Kelly, Duane Pelky, Marijean Remington, Joe Russo, Eric Virkler, Donna Wadsworth, Jim Wright, Dave Zembiec

Board Members

Absent: Ron Charette, Jeremy Evans, Kate Fish, Brian Gladwin, Franz Philippe, Christy Wilt

Others Present: Michelle Capone, Reg Carter, Aviva Gold, Matt Siver

**Call to Order:**  At approximately 11:05am President Remington called the regularly scheduled meeting of the North Country Alliance to order.

**Minutes of the previous meeting:** P. Kelly noted that there were two errors in the minutes; L.K.R. Enterprises was mistakenly referred to as L.K.K. Enterprises, and C. Wilt was mistakenly referred to as the Lewis County representative instead of the Hamilton County representative. R. Carter stated that he would revise the minutes. President Remington called for a motion to approve the revised minutes. P. Kelly made a motion to accept the revised minutes of the March 21, 2018 regular meeting, seconded by J. Russo. Motion passed unanimously.

**President’s Report:**  There was no President’s report.

**Treasurer’s Report:**  D. Zembiec presented the February 28, 2018 report including the following data:

* Total cash in bank: $2,371,260.24
* Total assets: $4,630,135.72
* Net Income YTD : $ 17,325.72
* Total available to loan: $ 975,516.47

E. Virkler made a motion to accept the Treasurer’s report, seconded by J. Wright. Motion passed unanimously.

**Committee Reports**:

1. Loan Review Committee:
   1. Recent LRC Business
      1. M. Siver presented a bridge loan request from LC Drives for $200,000, for 1 year at 5.0% (interest only during repayment). It was noted that T. Plastino and S. Hunt abstained from the Loan Review Committee vote. P. Kelly voiced his support for the loan. Motion made to approve by B. Dixon and seconded by J. Russo. Motion passed unanimously.
      2. M. Siver presented a Mace Chasm Farm interest only extension (bridge loan) request to extend the bridge loan interest only period from 5/1/2018 through 9/1/2018 to give time for final disbursement of grant funds for payoff. A motion to approve was made by C. Calabrese and seconded by D. Wadsworth. Motion passed unanimously.
   2. Portfolio Report
      1. M. Siver reviewed the Summary Loan Report and reported that all delinquencies were under review and that good progress was being made. Mr. Siver also reported that Homes for Humanity Holdings would need to re-apply for loan approval due to the delay in closing. He also reported that the loan for Small Town Supply is planned to move forward.
2. Education and Outreach Committee: No report; committee meeting planned prior to the NCA Annual Meeting.
3. Audit/Finance Committee: No report; committee meeting planned prior to the NCA Annual Meeting.
4. Governance: President Remington dissolved the Authority Transition Committee which she had established as an ad hoc committee. ABO related matters/reporting are now included as Governance Committee activities. J. Wright reviewed the board member self-evaluation of board performance. He explained that the self-evaluation is an annual ABO requirement. He also commented on results in two specific areas; performance goals, and Authority compliance. Approved policies and the NCA mission statement have been distributed to members and are posted on the NCA website. Board members were reminded that Board member training must be completed as part of Authority compliance. M. Capone will send out individual reminders and a link to the training.
5. Communications and Membership Committee: J. Russo reported that planning is continuing for the annual meeting scheduled at the Mirror Lake Inn for the third week in June. Richard A. Ball, Commissioner of the New York State Department of Agriculture and Markets will be the keynote speaker, and Jay Madison, Jefferson Agricultural Coordinator will also present. The committee is also working on plans for sponsor solicitation.
6. Nominating Committee: No report.

Old Business: None.

New Business: None.

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| Adjournment: President Remington called for a motion to adjourn. Motion made by J. Russo and seconded by E. Virkler. Meeting adjourned at approximately 11:30am.  Next Meeting Date: The next meeting will be held at 11:00 a.m. on Wednesday, May 16, 2018 via AccuConference: 1-800-977-8002, Participant Code 368009# |  |