

**ALBANY COUNTY CAPITAL RESOURCE CORPORATION (ACCRC)  
BOARD MEETING MINUTES  
January 3, 2024**

The monthly Board Member meeting of the Albany County Capital Resource Corporation was held on Wednesday, January 3, 2024, at 5:00 o'clock pm at 111 Washington Ave, Suite 100, Albany, New York 12210.

**Attending**

Hon. Gary W. Domalewicz, Chairman; Hon. William M. Clay, Vice Chairman; Michael Paparian, Treasurer.

**Also Present**

Kevin O'Connor, Chief Executive Officer; Amy Thompson, Chief Financial Officer; Rosemary McHugh, Economic Development Coordinator, Advance Albany County Alliance; Kevin Catalano, Director of Commercial Lending; Antionette Hedge, Executive Assistant, Advance Albany County Alliance; A. Joseph Scott, III, Esq., Hodgson Russ LLP; Christopher Canada, Hodgson Russ LLP.

**Excused**

Eugene Messercola, Assistant Secretary

**Call to Order**

The meeting of the ACCRC was called to order by Chairman Domalewicz at 5:16 pm.

**Roll Call**

Roll was called, and it was noted a quorum was present.

**Public Comments**

None

**Approval of the Minutes**

Chairman Domalewicz asked for a Motion to approve the Minutes of October 3, 2023 monthly meeting as presented.

Motion by William Clay and Seconded by Michael Paparian

Vote: Motion was adopted (3-0)

## **Chair Report**

None

## **Finance**

Amy Thopson, CFO, presented the financial report for November 2023. Chairman Domalewicz asked for a Motion to approve the November Financial Report.

Motion by William Clay and Seconded by Michael Papanian

Vote: Motion was adopted (3-0)

## **CEO Report**

Kevin O'Connor, CEO presented a new project for the Board of Cooperative Educational Services (BOCES) expansion. The training facility is estimated to start in the first quarter of the year. The Town of Colonie is the lead agency with SEQR, and they will use the same contractors as the previous project. This project size is smaller than the original. Chairman Domalewicz asked for a Motion to approve the BOCES project.

Motion by Michael Papanian and Seconded by William Clay

Vote: Motion was adopted (3-0)

## **Business**

Rosemary McHugh, Economic Development Coordinator presented the findings of the Website RFP and shared her recommendation for the winner. She will invite the companies to do a short presentation. Chairman Domalewicz asked for a Motion to approve the RFP recommendation.

Motion by Michel Papanian and Seconded by William Clay

Vote: Motion was adopted (3-0)

A Joseph Scott, Counsel presented the Annual Housekeeping Resolution. The Resolution approving certain appointments and administrative matters of the corporation. Committee Chair nominations will be presented at the next meeting. Chairman Domalewicz asked for a Motion to accept the Annual Housekeeping Resolution.

Motion by William Clay and Seconded by Michael Papanian

Vote: Motion was adopted (3-0)

A Joseph Scott, Counsel presented the Resolution authorizing the expenditure of moneys in connection with the sponsorship of the Women's Regional NCAA Tournament Games in Albany, New York. Upon discussion they may support creating a commercial promote Albany

County or Advance Albany County Alliance. Chairman Domalewicz asked for a Motion to accept the Resolution approving publicity grant agreement of the Women's NCAA Tournament.

Motion by Michel Paparian and Seconded by William Clay

Vote: Motion was adopted (3-0)

Rosemary McHugh, Economic Development Coordinator presented the 2024 ACCRC Meeting Dates.

### **Executive Session**

Chairman Domalewicz asked for a Motion to go into Executive Session at 5:36 pm.

Motion by Michael Paparian and Seconded by William Clay

Vote: Motion was adopted (3-0)

The Board came out of Executive Session at 5:59 pm upon a statement made by A. Joseph Scott, Esq.

### **Adjournment**

Chairman Domalewicz asked for a Motion to adjourn the Meeting.

Motion by William Clay and Seconded by Michael Paparian

Vote: Motion was adopted (3-0)

Meeting adjourned at 6:00 pm