

**ALBANY COUNTY CAPITAL RESOURCE CORPORATION (ACCRC)**  
**BOARD MEETING MINUTES**  
**March 26, 2025**

The monthly Board Member meeting of the Albany County Capital Resource Corporation was held on Wednesday, March 26, 2025, at 5:23 p.m. at 111 Washington Ave, Suite 100, Albany, New York 12210. Members of the public were invited to attend in person.

**Attending**

Hon. Gary W. Domalewicz, Chairman; Hon. Wanda Willingham, Vice Chair; Michael Papanian, Treasurer; William Murphy, Secretary;

**Excused**

Hon. Dennis Feeney

**Also Present**

Kevin O'Connor, CEO; Amy Thompson, CFO; Antionette Hedge, Economic Development Coord., Advance Albany County Alliance; Sara Paulsen, Executive Assistant; and Christopher C. Canada, Esq. Hodgson Russ LLP., Brendan Kennedy, CPA, BST

**Call to Order**

The meeting of the ACCRC was called to order by Chairman Domalewicz at 5:23 pm.

**Roll Call**

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

**Approval of the Minutes**

Chairman Domalewicz asked for a Motion to approve the Minutes of the December 4, 2024, monthly meeting as presented.

Motion by Michael Papanian and Seconded by Hon. Wanda Willingham

Vote: Motion was adopted (4-0)

**Chair Reports**

**Finance Committee** None.

**Audit Committee:**

Chairman Domalewicz asked for a Motion to accept the recommended 2024 Audit as presented by BST.

Motion by Hon. Wanda Willingham and Seconded by William Murphy

Vote: Motion was adopted (4-0)

Chairman Domalewicz asked for a Motion to accept the recommended 2024 PARIS Filings as presented by Amy Thompson. A reminder to Board to submit annual confidential board evaluation form.

Motion by Michael Paparian and Seconded by William Murphy

Vote: Motion was adopted (4-0)

### **Governance Committee**

Chairman Domalewicz asked for a Motion to accept the Annual Housekeeping Resolution.

Motion by Hon. Wanda Willingham and Seconded by William Murphy

Vote: Motion was adopted (4-0)

### **CFO Report**

Amy Thompson, CFO, presented February 2025 Narrative Statement & Financials. Chairman Domalewicz asked for a motion to accept February Financial Report.

Motion by Michael Paparian and Seconded by Hon. Wanda Willingham.

Vote: Motion was adopted (4-0)

### **CEO Report**

None.

### **Other Business**

None.

### **Public Comments**

None

### **Open Discussion**

None.

### **Executive Session**

None.

## **Adjournment**

Chairman Domalewicz asked for a Motion to adjourn the meeting at 5:13 pm.  
Motion by William Murphy and Seconded by Michael Papanian.

Vote: Motion was adopted (4-0)