



**Buffalo and Erie County Regional Development Corporation  
Joint Annual Board of Directors & Membership Meeting  
April 25, 2018  
@ 9:00 a.m.  
95 Perry Street  
5th Floor - ESD Conference Room  
Buffalo, New York 14203**

**1.0 Call to Order**

**2.0 Welcome New Board Member**

2.1 Kenneth A. Schoetz, CEO, WNY Healthcare Association

**3.0 Approval of Minutes**

3.1 Approval of the March 21, 2018 Minutes of the Meeting of the Membership (Pages 2-4)

**4.0 Reports / Action Items / Information Items:**

4.1 Financial Report (Pages 5-8)

4.2 Annual Report of the Directors (Page 9)

4.3 RDC Loan Status Report/Closing Report (Pages 10-11)

4.4 Nominating Committee Update  
a) Election of Officers/Committee Appointments (Pages 12-15)

**5.0 Adjournment - Next Meeting May 23, 2018**

**MINUTES OF THE  
BOARD OF DIRECTORS  
OF THE  
BUFFALO AND ERIE COUNTY REGIONAL  
DEVELOPMENT CORPORATION  
(RDC)**

- DATE AND PLACE:** March 21, 2018, at the Erie County Industrial Development Agency, 95 Perry Street, 5<sup>th</sup> Floor ESD Conference Room, Buffalo, New York 14203
- PRESENT:** Rev. Mark E. Blue, Hon. Patrick B. Burke, Hon. Joseph H. Emminger, Tyra Johnson, Hon. Brian J. Kulpa, Richard Lipsitz, Jr., David L. Lowrey, Brenda W. McDuffie, John J. Mudie, Hon. Glenn R. Nellis, Louis Panzica, Hon. Mark C. Poloncarz, Hon. Darius G. Pridgen, and Sister Denise Roche
- EXCUSED:** Hon. Diane Benczkowski, Hon. Byron W. Brown, James F. Doherty, Dottie Gallagher-Cohen, and Paul V. Vukelic
- OTHERS PRESENT:** Steve Weathers, Chief Executive Officer; John Cappellino, Executive Vice President; Mollie Profic, Treasurer; Karen M. Fiala, Assistant Treasurer; Dawn Boudreau, Compliance Officer; Gerald Manhard, Loan Manager and Robert G. Murray, Secretary
- GUESTS:** Maria Whyte, Deputy County Executive; Andrew Federick, Erie County Senior Economic Development Specialist; and Michael Szukala, Chair of the Finance and Audit Committee

There being a quorum present at 10:09 a.m., the meeting of the RDC Board of Directors was called to order by its Chair, Ms. McDuffie.

**MINUTES**

The Minutes of the November 29, 2017, meeting of the Board of Directors of the RDC were presented. Mr. Nellis moved, and Sister Denise seconded, to approve of the minutes. Ms. McDuffie called for the vote and the minutes were unanimously approved.

**REPORTS/ACTION ITEMS/INFORMATION ITEMS:**

Financial Report. Ms. Profic provided a report on the February, 2018 financial statements, noting that the RDC finished the month of February with total assets of \$18.7 million and net assets of \$18.3 million. The monthly income statement report shows net income of \$2,700 for February. Revenues were below budget by \$12,000, due to lower than anticipated

loan interest income. Total expenses were under budget by \$3,000 because of lower than expected professional service fees. The year-to-date income statement reflects \$68,000 of revenue and \$63,000 of expenses, both under budget for the year, for net income of \$5,000 through the first two months of the year. Ms. McDuffie directed that the report be received and filed.

Election of Assistant Treasurer. Ms. Profic introduced members to Atiqa Abidi and stated that it is recommended that she be elected as the new Assistant Treasurer of the Agency. Mr. Burke moved and Mr. Blue seconded to appoint Ms. Atiqa Abidi as Assistant Treasurer. Ms. McDuffie called for the vote and Ms. Atiqa Abidi was unanimously appointed to the position of Assistant Treasurer.

Finance and Audit Committee Update. Ms. Profic provided members with an update of the most recently completed Finance and Audit Committee meeting. Ms. Profic also introduced members to Mr. Michael Szukala, Chair of the Finance and Audit Committee. Ms. Profic stated the committee reviewed the Freed Maxick CPAs report including draft 2017 Audited Financial Statements, the 2017 Public Authorities Report, the 2017 Investment Report, the Investment and Deposit Policy, the Finance and Audit Committee Charter, the Corporate Credit Card Policy and the Finance and Audit Committee self-evaluation, all being items discussed and reviewed by the Finance and Audit Committee. Ms. Profic also reviewed the Committee's self-evaluation which resulted in the determination that the Committee appropriately undertook all of its assigned duties for 2017. Ms. McDuffie directed that the report be received and filed.

2017 Audited Financial Statements. Ms. Profic reviewed the draft 2017 Audited Financial Statements. Ms. Profic stated that the auditors issued an unmodified opinion on these statements. The statements of net position were reviewed, noting that there were total assets of \$18.6 million as of December 31, 2017, down slightly from \$18.7 million in 2016. Loans receivable decreased \$907,000 due to payoff and pay down of some large loans during 2017. The statements of revenues, expenses and changes in net position (income statements) detail the decrease in net position for the year. Revenues of \$434,000 were up from \$430,000 in 2016. Operating expenses decreased due to a decrease in the loan loss expense in 2017. Ms. Profic then reviewed the notes and supplementary information including the schedule of expenditures of federal awards. Ms. Profic also reviewed the report to the Board which documents the auditors required communications, a summary of accounting estimates made within the financials, some recently issued accounting standards, and copies of representation letters. Ms. Profic also stated that these drafts were reviewed in detail with the Finance and Audit Committee and stated that she continues to work to file the IRS Form 990 and data collection form. Mr. Nellis moved and Mr. Burke seconded to approve of the 2017 Audited Financial Statements. Ms. McDuffie called for the vote and the 2017 Audited Financial Statements were unanimously approved.

2017 Investment Report. Ms. Profic reviewed the RDC's 2017 Investment Report noting that the number of accounts has decreased since last year as the RDC was able to consolidate funds that had been previously sequestered. Ms. Profic also noted that \$8,000 of investment income was earned from these accounts during 2017, and no fees were paid. Mr. Burke moved and Mr. Mudie seconded to approve of the 2017 Investment Report. Ms. McDuffie called for the vote and the 2017 Investment Report was unanimously approved.

Governance Committee Update and Committee Self-Evaluation. Ms. Boudreau provided members with a review of the most recently completed Governance Committee meeting and discussed the Committee self-evaluation. Mr. Mudie moved and Mr. Nellis seconded to approve of the Governance Committee self-evaluation. Ms. McDuffie called for the vote and the Governance Committee self-evaluation was unanimously approved.

2017 RDC Loan Status Report/2017-2018 RDC Closing Schedule. Mr. Manhard presented this report. Ms. McDuffie directed that the report be received and filed.

## **REVIEW AND ADOPTION OF POLICIES, REPORTS AND COMMITTEE CHARTERS**

Mr. Weathers recommended that RDC approve Items 1-19 as found on the agenda, noting that these exact same policies and amendments as proposed thereto were just discussed and approved at the Agency's meeting completed immediately prior to the RDC meeting. Mr. Panzica moved and Mr. Poloncarz seconded to approve Items 1-19 as listed on the agenda of the RDC Board meeting. Ms. McDuffie called for the vote the following policies, reports and committee charters were unanimously approved:

- 2017 Mission Statement, Performance Measures and Results
- 2018 Mission Statement, Performance Measures
- 2017 Public Authorities Report
- Procurement Policy
- Professional Services RFP Process
- Investment and Deposit Policy
- Code of Ethics
- Whistleblower Policy and Procedures
- Defense & Indemnification Policy
- Finance & Audit Committee Charter
- Governance Committee Charter
- Property Disposition Guidelines
- Property Acquisition Policy
- Board Member Compensation, Reimbursement & Attendance Policy
- Employee Compensation Program
- Travel, Conferences, Meals & Entertainment Policy
- Statement of Duties & Responsibilities of the Board of Directors
- Statement of the Competencies & Personal Attributes Required by Board Members
- Corporate Credit Card Policy

There being no further business to discuss, Ms. McDuffie adjourned the meeting at 10:18 a.m.

Dated: March 21, 2018

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Robert G. Murray, Secretary

**Regional Development Corporation**  
**Financial Statements**  
As of March 31, 2018

**REGIONAL DEVELOPMENT CORPORATION ("RDC")**

**Balance Sheet**

March 31, 2018

	March 2018	February 2018	December 2017
<b>ASSETS:</b>			
Restricted Cash**	\$ 8,372,210	\$ 9,178,709	\$ 9,712,269
Direct Loans *	10,107,148	9,638,398	9,029,313
50/50 Bank Participation Loans *	273,627	277,696	285,811
Loan Interest Receivable	-	-	-
Reserve for Loan losses	(403,379)	(409,298)	(409,298)
Total Loan Assets, net	<u>9,977,396</u>	<u>9,506,796</u>	<u>8,905,826</u>
<b>TOTAL ASSETS</b>	<u>\$ 18,349,606</u>	<u>\$ 18,685,505</u>	<u>\$ 18,618,095</u>
<b>LIABILITIES &amp; NET ASSETS</b>			
Accounts Payable	\$ 200	\$ 200	\$ 250
Due to ECIDA	93,743	434,470	372,440
Total Liabilities	<u>93,943</u>	<u>434,670</u>	<u>372,690</u>
Restricted Fund Balance	<u>18,255,663</u>	<u>18,250,835</u>	<u>18,245,405</u>
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>	<u>\$ 18,349,606</u>	<u>\$ 18,685,505</u>	<u>\$ 18,618,095</u>

<i>* Loan Portfolio Summary:</i>	March 2018	February 2018	December 2017
# of Direct Loans	45	44	44
# of 50/50 Bank Participation Loans	3	3	3
	<u>48</u>	<u>47</u>	<u>47</u>

Cash is invested in interest bearing accounts at M&T Bank. The maximum FDIC insured amount is \$250,000, with the remainder collateralized with government obligations by the financial institution.

**REGIONAL DEVELOPMENT CORPORATION ("RDC")**  
**Income Statement**  
 Month of March 2018

	<b>Actual vs. Budget</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
<b>REVENUES:</b>			
Interest Income - Loans	\$ 37,674	\$ 44,167	\$ (6,493)
Interest Income - Cash & Inv.	2,206	333	1,873
Administrative Fees	3,683	833	2,849
Other Income	1,557	1,417	140
Total Revenues	45,119	46,750	(1,631)
<b>EXPENSES:</b>			
Management Fee - ECIDA*	\$ 29,750	\$ 29,750	\$ -
Provision for Loan Losses	(5,919)	14,583	(20,502)
Rent & Facilities Expenses	1,500	1,500	-
Professional Services	14,501	13,400	1,101
General Office Expenses	-	8	(8)
Other Expenses	459	1,075	(616)
Total Expenses	40,291	60,317	(20,026)
<b>NET INCOME/(LOSS):</b>	\$ 4,828	\$ (13,567)	\$ 18,395

\* Represents an allocation of salary and benefit costs from the ECIDA based on time charged to RDC. The amount booked reflects 2018 budgeted figures.

**REGIONAL DEVELOPMENT CORPORATION ("RDC")**

**Income Statement**

Year to Date: March 31, 2018

	Actual vs. Budget			Actual vs. Prior Year		
	Actual	Budget	Variance	Actual	Prior Year	Variance
<b>REVENUES:</b>						
Interest Income - Loans	\$ 102,569	\$ 132,500	\$ (29,931)	\$ 102,569	\$ 67,481	\$ 35,088
Interest Income - Cash & Inv.	5,487	1,000	4,487	5,487	373	5,114
Administrative Fees	3,683	2,500	1,183	3,683	-	3,683
Other Income	1,907	4,250	(2,343)	1,907	2,971	(1,065)
<b>Total Revenues</b>	<b>113,646</b>	<b>140,250</b>	<b>(26,604)</b>	<b>113,646</b>	<b>70,826</b>	<b>42,820</b>
<b>EXPENSES:</b>						
Management Fee - ECIDA*	\$ 89,250	\$ 89,250	\$ -	\$ 89,250	\$ 55,834	\$ 33,417
Provision for Loan Losses	(5,919)	43,750	(49,669)	(5,919)	-	(5,919)
Rent & Facilities Expenses	4,500	4,500	-	4,500	3,000	1,500
Professional Services	15,061	19,400	(4,339)	15,061	12,330	2,731
General Office Expenses	-	25	(25)	-	58	(58)
Other Expenses	966	3,225	(2,259)	966	243	723
<b>Total Expenses</b>	<b>103,858</b>	<b>160,150</b>	<b>(56,292)</b>	<b>103,858</b>	<b>71,464</b>	<b>32,394</b>
<b>NET INCOME/(LOSS):</b>	<b>\$ 9,788</b>	<b>\$ (19,900)</b>	<b>\$ 29,688</b>	<b>\$ 9,788</b>	<b>\$ (638)</b>	<b>\$ 10,426</b>

\* Represents an allocation of salary and benefit costs from the ECIDA based on time charged to RDC. The amount booked reflects 2018 budgeted figures.





## MEMORANDUM

**TO:** Buffalo & Erie County Regional Development Corporation Members  
**FROM:** Mollie Profic, CFO  
**SUBJECT:** Annual Report of Directors  
**DATE:** April 25, 2018

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Under Section 519 of the New York State Not-for-profit Corporation Law, RDC is required to present an annual report at its annual member meeting. The annual report is to include 1) information on the assets and liabilities of RDC as of the end of the prior fiscal year, 2) the principal changes in assets and liabilities during the prior fiscal year, 3) the revenue or receipts of RDC during the prior fiscal year, 4) the expenses or disbursements of RDC during the prior fiscal year and 5) The number of members of RDC as of the date of the report, together with a statement of increase or decrease in the number of members during the prior fiscal year and a statement of the place where the names and places of residence of the current members may be found.

The audited financial statements were previously approved by RDC's Board of Directors at their March 21, 2018 meeting and were presented to the RDC members in order to satisfy the first four requirements noted above. A copy of the audited financial statements can be found at <http://www.ecidany.com/about-us-corporate-reports>.

In satisfaction of the final requirement of the NYS Not-for-profit Corporation Law, RDC has 23 membership positions at April 25, 2018 which is the same as reported at the prior year's annual meeting. The names of the members of RDC may be found at: <http://www.ecidany.com/about-us-board-of-directors> while the places of residence of current board members may be found at the RDC offices at 95 Perry Street, Suite 403, Buffalo, New York 14203.

Under the RDC bylaws, the RDC is also required to present an Annual Policy Statement setting forth general objectives and guidelines for the Corporation. The RDC's website provides information regarding the various guidelines for RDC's loan programs at <http://www.ecidany.com/loans>. In addition, the RDC is required to complete a Loan Administration Plan (LAP) for the Federal Economic Development Administration which outlines detailed objectives and guidelines for the revolving loan fund. Copies of the LAP are available upon request.



**Loan Status Report  
March 22, 2018 – April 25, 2018**

<b><u>RDC Loans Approved Since Last Meeting</u></b> (None)	<b><u>Municipality</u></b>	<b><u>Amount</u></b>
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<b><u>RDC Loans Closed Since Last Meeting</u></b> US Traffic Controls, Inc. (Safety Zone Mgt.)	<b><u>Municipality</u></b> Tonawanda	<b><u>Amount</u></b> \$ 236,000
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<b><u>Loans in Closing Process</u></b> Buffalo Brewery Leasing (Brewery)	<b><u>Municipality</u></b> Buffalo	<b><u>Amount</u></b> \$1,700,000
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<b><u>Loans in the Pipeline</u></b> Rus Pierogi (Food Manufacturer)	<b><u>Municipality</u></b> Buffalo	<b><u>Amount</u></b> \$ 400,000
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2018 <b><u>Delinquency</u></b>	<b><u>Loan Balance</u></b> <b><u>Outstanding</u></b>	<b><u>Delinquency</u></b> <b><u>Rate</u></b>
3 Accounts	\$340,713	3.2%

<b><u>2018 - Loans Closed</u></b>	<b><u>YTD Loan Total YTD</u></b>	<b><u>Total New Jobs Projected</u></b>	<b><u>Retained Jobs</u></b>	<b><u>Private Investment</u></b>
3	\$916,500	20	31	\$1,252,750

### RDC Loan Closings 2018

Project Name	Loan Amount	Jobs at Ann	Projected Year 3 Jobs	Project City	Closing Date	Project Product
Harker Bio	\$500,000	14	28	Buffalo	3/7/2018	RDC Loan
EcoVerde Organics, LLC	\$180,000	0	4	Buffalo	3/8/2018	RDC Loan
USTraffic Controls	\$236,500	17	21	Tonawanda	3/23/2018	RDC Loan

3 Projects Closed  
 22 Jobs Projected      \$916,500      31      53  
**Total:**

## 2018-2019 ECIDA/RDC/ILDC Board Committees & Officers

<b>Executive Committee ECIDA/RDC</b>	<b><u>Current Committee Members</u></b>	<b><u>Proposed Committee Members</u></b>
7 Board members, President & CEO, as specified in By-Laws	Chair - McDuffie* (Chair)	Chair -* McDuffie (Chair)
	Vice Chair -* Lipsitz	Vice Chair - *Lipsitz
	County Executive - *Poloncarz	County Executive *Poloncarz
	Mayor Buffalo -* Brown	Mayor Buffalo - *Brown
	Emminger* (Chair, RDC Loan Committee)	Emminger* (Chair, RDC Loan Committee)
	Glenn Nellis* (Representing the Finance & Audit Committee)	Glenn Nellis* (Representing the Finance & Audit Committee)
	Pridgen* (Chair, Loan Write-Off)	Pridgen* (Chair, Loan Write-Off)
	President & CEO - Steve Weathers [non-voting]	President & CEO - Steve Weathers [non-voting]

<b>Policy Committee ECIDA/RDC</b>	<b><u>Current Committee Members</u></b>	<b><u>Proposed Committee Members</u></b>
At least 3 Board members specified in By-Laws  12- Meetings a year	Lipsitz* (Chair)	Lipsitz* (Chair)
	Baskin	Baskin
	Blue*	Blue*
	Brown	Brown
	Coleman	Coleman
	DiPirro	DiPirro
	Krebs	Krebs
	McDuffie*	McDuffie*
	Mudie	Mudie
	Nellis	Nellis
	Smith (BNP)	Smith (BNP)
	State	State
	Vukelic	Vukelic
	Whyte	Whyte
	(Vacant)	Cummings

<b>Governance Committee ECIDA/RDC/ILDC</b>	<b><u>Current Committee Members</u></b>	<b><u>Proposed Committee Members</u></b>
At least 3 Board members specified in By-Laws. Not less than 3 independent members per PAL.  1-2 Meetings a Year	McDuffie*(Chair)	McDuffie* (Chair)
	Benczkowski*	Benczkowski*
	Johnson-Hux*	Johnson-Hux*
	State	State
	Whyte	Whyte
	Kulpa	

\*=Board members who fill seats required by By-laws  
Nominating Committee Approved Date – March 28, 2018  
Board Approved Date – April 25, 2018

## 2018-2019 ECIDA/RDC/ILDC Board Committees & Officers

<b>Finance &amp; Audit Committee ECIDA/RDC/ILDC</b>	<b><u>Current Committee Members</u></b>	<b><u>Proposed Committee Members</u></b>
At least 3 Board members specified in By-Laws. Not less than 3 independent members per PAL.  <b>3-4 Meetings a Year</b>	Szukala, Michael (Chair)	Szukala, Michael (Chair)
	Beckwith, Penny	Beckwith, Penny
	Doherty*	Doherty*
	Emminger*	Emminger*
	Nellis*	Nellis*
	Roche	Roche
	Witzleben, William (M&T)	Witzleben, William (M&T)

<b>Loan Committee ECIDA/RDC</b>	<b><u>Current Committee Members</u></b>	<b><u>Proposed Committee Members</u></b>
By-Laws specify no more than 5 members of the Policy Committee plus 2 City members and 1 County member  <b>6-12 Meetings a Year</b>	Emminger (Chair)	Emminger (Chair)
	Roche	Roche
	[City 1] Tom Grys (Wells Fargo Bank)	[City 1] Tom Grys (Wells Fargo Bank)
	[City 2] Rebecca Gandour	[City 2] Rebecca Gandour
	[County 1] David McKinley (Community Bank N.A.)	[County 1] David McKinley (Community Bank N.A.)
	[Other] Nancy LaTulip	[Other] Nancy LaTulip
	[Other] Michael Taylor (NYBDC)	[Other] Michael Taylor (NYBDC)
	Mudie	

<b>Staff Loan Committee RDC</b>	<b><u>Current Committee Members</u></b>	<b><u>Proposed Committee Members</u></b>
No by-law requirement  <b>12-15 Meetings a Year</b>  Per the Loan Administration Plan (LAP), the Board may also establish or appoint other Loan Committee members to approve strategic loans and other designated loan programs	President & CEO - Steve Weathers (Chair)	President & CEO - Steve Weathers (Chair)
	Exec. V.P. -John Cappellino	Exec. V.P. -John Cappellino
	Treasurer – Mollie Profic	Treasurer – Mollie Profic
	Assistant Treasurer – Karen Fiala	Assistant Treasurer – Karen Fiala
	David Stebbins - BUDC	David Stebbins - BUDC

<b>Loan Write-off Committee ECIDA/RDC/ILDC</b>	<b><u>Current Committee Members</u></b>	<b><u>Proposed Committee Members</u></b>
At least 3 Board members specified in By-Laws  <b>1 Meeting a Year</b>	Pridgen* (Chair)	Pridgen* (Chair)
	Beckwith, Penny	Beckwith, Penny
	Doherty*	Doherty*
	Witzleben, William (M&T)	Witzleben, William (M&T)
	(Vacant)*	Roche*

\*=Board members who fill seats required by By-laws  
 Nominating Committee Approved Date – March 28, 2018  
 Board Approved Date – April 25, 2018

## 2018-2019 ECIDA/RDC/ILDC Board Committees & Officers

<b>Investment Review Committee ECIDA/RDC</b>	<u>Current Committee Members</u>	<u>Proposed Committee Members</u>
No by-law requirement	Poloncarz, Mark (Chair)	Poloncarz, Mark (Chair)
<b>4-6- Meetings a Year</b>	Alpert, Alan	Alpert, Alan
	Bell, Clifford	Bell, Clifford
	Gallagher-Cohen, Dottie	(Vacant)
	Johnson-Hux, Tyra	(Vacant)
	Lowrey, David	(Vacant)
	McMahon, Diane	McMahon, Diane
	Panzica, Louis	(Vacant)

<b>Nominating Committee ECIDA/RDC/ILDC</b>	<u>Current Committee Members</u>	<u>Proposed Committee Members</u>
Number of members not specified in By-Laws	Poloncarz (Chair)	Poloncarz (Chair)
<b>1 Meeting a Year</b>	Rev. Blue	
	Gallagher-Cohen	Gallagher-Cohen
	Lipsitz	Lipsitz
	Roche	Roche
		McDuffie

<b>Compensation Committee ECIDA</b>	<u>Current Committee Members</u>	<u>Proposed Committee Members</u>
No by-law requirement	Poloncarz (Chair)	Poloncarz (Chair)
<b>1-2 Meetings a Year</b>	Doherty	Doherty
	Gallagher-Cohen	Gallagher-Cohen
	Lowrey	Lowrey
	Lipsitz	Lipsitz

\*=Board members who fill seats required by By-laws  
 Nominating Committee Approved Date – March 28, 2018  
 Board Approved Date – April 25, 2018

## 2018-2019 ECIDA/RDC/ILDC Board Committees & Officers

<b>OFFICERS</b>	<b>Current Officers</b>			<b>Proposed Officers</b>		
	<b>ECIDA</b>	<b>RDC</b>	<b>ILDC</b>	<b>ECIDA</b>	<b>RDC</b>	<b>ILDC</b>
<b>Chair</b>	Brenda McDuffie		Hon. Mark Poloncarz	Brenda McDuffie		Hon. Mark Poloncarz
<b>Vice Chair</b>	Richard Lipsitz			Richard Lipsitz		
<b>President &amp; CEO</b>	Steve Weathers			Steve Weathers		
<b>Executive Vice President</b>	John Cappellino			John Cappellino		
<b>Treasurer</b>	Mollie Profic			Mollie Profic		
<b>Assistant Treasurers</b>	Michael Alexander, Karen Fiala, Jerry Manhard			Michael Alexander, Karen Fiala, Jerry Manhard, Atiqa Abidi		
<b>Secretary</b>	Robert Murray			Robert Murray		
<b>Assistant Secretary</b>	Pietra Zaffram			Pietra Zaffram		

<b>OTHER DESIGNATED POSITIONS</b>	<b>Designated Positions</b>	<b>Proposed Designated Positions</b>
<b>Chief Financial Officer</b>	Mollie Profic	Mollie Profic
<b>Senior Accountant</b>	(Vacant)	Atiqa Abidi
<b>Chief Lending Officer</b>	Jerry Manhard	Jerry Manhard
<b>Contracting Officer (required in Property Disposition Policy)</b>	Mollie Profic	Mollie Profic
<b>Electronic Records Retention Officer</b>	Brian Krygier	Brian Krygier
<b>Ethics Officer (required in Conflict of Interest Policy)</b>	John Cappellino	John Cappellino
<b>FOIL Officer</b>	Karen Fiala	Karen Fiala
<b>Human Resources Officers</b>	Mollie Profic Pat Smith	Mollie Profic Pat Smith
<b>Non-electronic Records Retention Officer</b>	Dawn Boudreau	Carrie Hocienec

\*=Board members who fill seats required by By-laws  
 Nominating Committee Approved Date – March 28, 2018  
 Board Approved Date – April 25, 2018