

**Board Meeting Minutes**  
**Orleans Land Restoration Corporation**

**November 15th, 2024**

**121 N Main St 2<sup>nd</sup> Floor Albion NY**  
**Board Room**  
**9:00 am**

**Directors Present:**

John Misiti, Chairman  
Craig Tuohey, Assistant Secretary  
Carol D’Agostino, Assistant Treasurer  
Jeff Martin, Secretary

**Directors Absent:**

Ed Urbanik, Director  
Skip Draper, Vice Chairman  
John Fitzak, Treasurer

**Also Present:**

Michael Dobell, CEO/CFO  
Gabrielle Barone, Vice President Business Development  
Kevin Zanner, Hurwitz Fine P.C., Legal Counsel  
Matt Holland, OEDA Admin/MAP Manager

- I. Roll Call-** The meeting was called to order by John Misiti at 9:36 a.m. Matt Holland called the roll. Board members John Misiti, Jeff Martin, Carol D’Agostino and Craig Tuohey were present, constituting a quorum of the Board.
- II. Approval of Previous Board Minutes October 11th, 2024---**The October 11th, 2024 Board meeting minutes were reviewed. A motion was made by Craig Tuohey to approve the meeting minutes as presented. The motion was seconded by Jeff Martin and unanimously carried.
- III. OLRC Financials**  
  
**OLRC Monthly Financial Report---** Michael presented the Financial Report for the month ending October 31st, 2024. A motion to accept the OLRC Monthly Financial Report was made by Craig Tuohey. The motion was seconded by Jeff Martin and unanimously carried.
- IV. Legal—** No report.

**V. Operations Report—Facilities/Sites—No report.**

**VI. Old Business---None.**

**VII. New Business**

**Consider entering into a shared service agreement with COIDA**

Michael reviewed with the Board the September 28, 2024 proposal for COIDA to provide administrative services for the OLRC. The following resolution was then presented:

**RESOLUTIONS OF THE BOARD OF DIRECTORS OF  
ORLEANS LAND RESTORATION CORPORATION  
AUTHORIZING AN ADMINISTRATIVE SERVICES  
AGREEMENT WITH COIDA**

Jeff Martin made a motion to approve the resolution as presented. The motion was seconded by Craig Tuohey and unanimously carried.

**Consider retaining The Harrison Studio for administration and technical services**

Michael reviewed the September 26, 2024 proposal of The Harrison Studio to provide technical operational assistance and administrative services relating to CDBG funding. A copy of the proposal was included in the Board meeting packet. Craig Tuohey made a motion to accept The Harrison Studio proposal. The motion was seconded by Jeff Martin and unanimously carried.

**VIII. Executive Session---None.**

**IX. Adjournment**

Jeff Martin made a motion to adjourn the meeting subject to the Chairman's recall. The motion was seconded by Carol D'Agostino and unanimously carried at 9:42 a.m.

Respectfully Submitted,

Matt Holland