

Southern Tier West Business Resource Center, Inc.

H. Kier Dirlam, President

4039 Route 219, Suite 200
Salamanca, New York 14779

Tel: 716-945-5301

AGENDA JUNE 9, 2025

Attending: Crystal Abers, Kier Dirlam, Peggy Root

Others Present: Lisa Keck, Richard Zink

1. CALL TO ORDER:

a. The meeting is called to order at 9:32 AM by Kier Dirlam. Welcomes Guests.

2. MINUTES:

a. Minutes from May 5, 2025 were reviewed.

On a motion by Peggy Root and seconded by Crystal Abers to approve the minutes from May 5, 2025. Approved

3. FINANCIAL:

a. Financial Report: Richard Zink

On a motion by Kier Dirlam and seconded by Peggy Root to approve the financial report. Approved

Discussed the long-term situation with owning the building and the benefits of continuing this or selling it. There are considerations such as the original funding that built the and any requirements related to those funds. Richard and Lisa indicated that they would try determining what strings may still be attached. Also discussed that technically STWBRCI owes the Southern Tier West Regional Planning & Development Board approximately \$800,000 due to construction 25 years ago when the Dr offices had to be created in the former industrial shell space. Most of the loan has not been paid back. STW had written off some of this a few years ago during the audit but there is still a good amount showing. Selling the building would help with our not needing to deal with long term maintenance issues and also help STW with cash flow. No action was taken.

On a motion by Crystal Abers and seconded by Kier Dirlam to hereby remove Bob Keis and Richard Zink from all Bank Accounts associated with the STWBRCI and to make Lisa Keck and Peggy Root the Signatories for the accounts as well as have access to on-line banking services is APPROVED.

4. INFRASTRUCTURE:

- a. Current issues
 - i. Suite repainting/carpet – a potential tenant looked at the available suite and indicated that they didn't need it repainted and carpeted. If they don't sign up then we'll still need to address this.
- b. Future issues
 - i. Paving – determined that we can not undertake paving at this time. Other discussions were had about other options for covering some of these costs.

5. LEGAL ISSUES:

- a. Rental Agreements – Reached out to Dave Miller at Olean General but no word yet about the lease renewal.
- b. There is a person interested in the tractor trailer school suite.

6. OTHER BUSINESS

None

7. GOOD OF THE ORDER

- a. None

8. NEXT MEETING:

- a. The next Meeting will be scheduled on July 14, 2025, at 9:30 AM.

9. ADJOURNMENT:

- a. **On a motion by Peggy Root and seconded by Kier Dirlam the meeting is adjourned at 10:19 AM. Approved**

Notes as taken by Kier Dirlam