

# Cattaraugus County

## Economic Sustainability and Growth Corporation, Inc.

303 Court St., Little Valley, NY 14755

[www.ccesgc.org](http://www.ccesgc.org)



### 2017 Annual Report on Operations and Accomplishments

No Board meetings were held in 2017.

2017: Staff support to the organization is provided by the Cattaraugus County Department of Economic Development, Planning and Tourism (EDP&T). EDP&T staff continued to draft the following policies, procedures, guidelines, and charters for consideration by the Board in 2018.

- Mission Statement
- Code of Ethics Policy
- Policy Prohibiting Credit to Board and Staff
- Board Performance Evaluation Policy
- Investment Guidelines
- Procurement Guidelines
- Audit Committee Charter
- Governance Committee Charter
- Finance Committee Charter
- Defense and Indemnification Policy
- Conflict of Interest Policy
- Whistleblower Policy
- Compensation, Reimbursement, and Attendance Policy
- Procurement Guidelines and Annual Procurement Report

The CCESGC is developing procurement policy and guidelines which will assist in the effective oversight and management of the organization as well as ensure compliance with all applicable state and local laws. The Board of Directors will consider this formal action at official meetings in 2018.

- Investment Guidelines and Annual Investment Report  
There were no investments made by the organization in 2017. The CCESGC is developing investment guidelines which will assist in the effective oversight and management of the organization as well as ensure compliance with all applicable state and local laws. The Board of Directors will consider this formal action at official meetings in 2018.
- Certified Financial Audit  
The CCESGC was formed in April 2015 and originated one loan. As a result of that loan, the following financial transaction occurred in FY2017: one principal and interest payment of \$77,661.94 in January 2017. This was the final payoff amount for the loan. A certified financial audit was not conducted in 2017; however, the organization intends to seek and engage those services in 2018 to ensure compliance with all applicable state and local laws.