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# CTASC

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## CHAUTAUQUA TOBACCO ASSET SECURITIZATION CORPORATION

George M. Borrello  
Kitty Crow  
John E. Anderson  
*Directors*

Darin Schulz  
*Executive Director*

### **AGENDA** **for** **CTASC BOARD MEETING** JAMESTOWN AIRPORT OFFICE 7:30 AM, TUESDAY, MARCH 14, 2019

1. Approval of Minutes of September 13, 2018
2. Distribution of Northwest Savings Bank and M&T Trust Statements for December 2018
3. Review CTASC Policies
  - a. Please review policies prior to meeting and bring your policy book for updating.
4. Code of Ethics Training
5. Investment Report
6. Significant Events
  - 12/1/18      Paid Serial Bond Interest \$11,250
  - Paid Turbo Bond Interest \$753,762.50
7. Approve the following agreements:
  - a. 2019 Legal Fees Chautauqua County Attorney - \$15,000
  - b. 2019 Finance Administration Fees Director of Finance - \$5,000
  - c. 2019 Office Lease Payment to Chautauqua County - \$10,000
  - d. 2019 Secretarial Fees - \$200 Quarterly
  - e. 2019 Outside Director Fee - \$500 / Meeting
  - f. 2019 Executive Director Fee - \$1,000 / Month
  - g. 2019-2020 Operating Fund Payment Up to (7/1/19 – 6/30/20) - \$85,000
8. Review 2018 Audited Financial Statements
9. Approve 2018 Annual Performance Measures
10. Approve 2018 Annual Report

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11. Approve 2019 continuing disclosure annual report covering the \$34,725,000 revenue bonds, Series 2014 showing a debt service reserve balance of \$2,302,420 as of February 28, 2018. The required amount is \$2,224,463.
12. Board of Directors Annual Evaluation Form
13. Board of Directors Financial Disclosure Form
14. Other
15. Next Meeting 7:30 a.m. Thursday, September 12<sup>th</sup>, 2019, Jamestown Airport Office