

**MINUTES OF  
THE BOARD OF DIRECTORS  
OF  
CORTLAND TOBACCO ASSET SECURITIZATION CORPORATION**

**March 24, 2022**

After due notice, a meeting of the Board of of the Cortland Tobacco Asset Securitization Corporation, (the "Corporation") was called to order at 60 Central Avenue, Cortland, New York, at 1:00 p.m. on March 24, 2022. Present were Munesh Patel, Esq. from Harris Beach PLLC, Darrel Tuttle, Deputy Director of Finance, Andrea Herzog, County Director of Finance, Rob Corpora, County Administrator, Savannah Hempstead, Clerk of the Cortland County Legislature and the following directors:

Kevin Fitch  
John Banewicz  
George Wagner  
Harold White

There being a quorum of directors present, upon motion duly made and seconded, the following resolutions were approved.

**RESOLVED**, that the Minutes relating to the 2021 Annual Meeting and any subsequent minutes of the Board of Directors adopted in 2021, as presented at the meeting, are hereby approved.

**RESOLVED**, that the Public Authorities Reform Act of 2009 ("PARA") requires that the Mission Statement and Performance Measures be annually reviewed and approved by the Corporation and therefore the Corporation hereby determines that no changes are required to the Mission Statement and Performance Measures and that the same is hereby approved; and

**FURTHER RESOLVED**, that the Public Authorities Accountability Act of 2005 ("PAAA") requires that the Investment Policy be annually reviewed and approved by the Corporation and therefore the Corporation hereby determines that no changes are required to the Investment Policy and that the same is hereby approved; and

**FURTHER RESOLVED**, that the PAAA requires that the Disposition of Property Guidelines be annually reviewed and approved by the Corporation and therefore the Corporation hereby determines that no

changes are required to the Disposition of Property Guidelines and that the same is hereby approved.

**RESOLVED**, that the Public Authorities Reform Act of 2009 (“PARA”) requires each of the Audit and Finance Committee and the Governance Committee to be comprised of at least three (3) independent members who shall constitute a majority on such committee and pursuant to the advice of the State's Authorities Budget Office, which has stated that such committee can be made up of ex-officio directors, therefore each of the Audit and Finance Committee and the Governance Committee shall be comprised of the Independent Director and the two (2) Ex-Officio Directors of the Corporation as follows:

Audit and Finance Committee:

Kevin Fitch  
John Banewicz  
Harold White

Governance Committee:

Kevin Fitch  
John Banewicz  
Harold White

**RESOLVED**, that the following persons are elected to serve in the offices set forth next to their names until their respective successors are elected and shall qualify or until their earlier resignations and shall enter upon the discharge of their duties as provided in the By-laws of the Corporation.:

NAME:

TITLE:

Rob Corpora	President <sup>1</sup>
John Banewicz	Treasurer <sup>2</sup>
George Wagner	Secretary

**RESOLVED**, that the Independent Auditor's Report for the fiscal year ended December 31, 2021, as prepared by Richard McNeilly, CPA in the form presented at the meeting, is hereby approved; and

**RESOLVED**, that the 2021 Annual Report, which is to be filed with (i) the New York State Authority Budget Office via the Public Authorities

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<sup>1</sup> The President being deemed to be the chief executive officer of the Corporation.

<sup>2</sup> The Treasurer being deemed to be the chief financial officer/comptroller of the Corporation.

Reporting Information System, and (ii) the appropriate local officials, is hereby approved as presented.

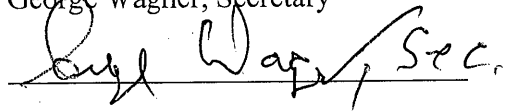
**RESOLVED**, that the budget for fiscal year ending December 31, 2022 and the proposed budgets for fiscal years ending December 31, 2023 through December 31, 2026, as presented at the meeting, are hereby approved and the Board ratifies the actions of the officers and directors consistent with each such budget and any payments made thereunder prior to the date of this meeting; and the Board hereby further approves any expenditures made in 2021, so long as the expenditure is consistent with previous year's budget amounts and the Board hereby further approves submission of the budget on or before November 1 pursuant to Section 2801 of PAL.

**RESOLVED**, that the proper officers of the Corporation are hereby authorized, empowered and directed to do all things, and acts and to execute all documents as may be necessary, or advisable and proper, to carry on the business of the Corporation, for and on behalf of the Corporation.

**RESOLVED**, that all acts and transactions (if any) of any director or the persons named herein as officers of the Corporation that were taken or made from the date of creation of the Corporation to the date of this resolution are ratified and approved.

The undersigned, being the Secretary of the Corporation, hereby acknowledges and certifies that these are the true, correct and complete minutes of the board meeting held on March 24, 2022.

George Wagner, Secretary

A handwritten signature in black ink that reads "George Wagner, Sec." The signature is written in a cursive style and is positioned below the printed name.