

BonaGany, Inc  
Annual Board and Advisory Board Meeting Agenda

**MEETING DETAILS.**

Location: 51 West Main Street, Allegany NY 14706.

Meeting Facilitator: Thomas Dettore

Secretary: Drake Dettore

Date/time: **May 1, 2025 at 5:30**

**ATTENDEES.**

Thomas Dettore, Tim Peterson, Drake Dettore

**PREVIOUS MEETINGS MINUTES.**

The minutes for the previous meeting on the BonaGany.com website.

**APPROVAL OF AGENDA.**

The agenda for this meeting was electronically distributed.

**NEW BUSINESS.**

**Item #1:**

Board of Directors Election

Board of Directors elections: Can we have a motion to re-elect Thomas Dettore President, Timothy Peterson Treasurer, Drake Dettore Vice President, and Secretary. Tim Peterson seconded the motion, and the vote was unanimously accepted.

**Advisory Board Meeting began at 6:00**

**Item #1:**

BonaGany's Current Advisory Board

Advisory Board Members

Thomas Buttafarro "Director of Gov't & Community Relations

Tony Papisergi "Allegany Superintendent of Public works"

Stephen Fockalny "Landlord"

Drake Dettore "SBU Graduate"

\*To be determined for 25'-26' academic year "SBU Student Gov't Representative"

\*We have invited the newly elected SBU Junior and Senior class presidents to attend today's meeting. Sr. Emma Gavazzi & Jr. Francis Zakluciewicz

## **REPORTS.**

**Report #1: (Michael Robertson “Accounting Intern” CPA mentor Nicholas Harris)**

Details: 2024 Federal, NY State and Charitable Tax Returns on the BonaGany.com “website”

**Report #2: Financial Statements**

Details: 2024 Cash flow and balance sheet information found on the BonaGany.com “website”

1/1/2021 starting balance \$1,785.40

1-1-2022 ending balance \$8,756.05

1-1-2023 ending balance \$12,140.71

1-1-2024 ending balance \$10,766.72

1-1-2025 ending balance \$5,769.73

**Report #3: Community Service hours on the website (David O’Donoghue “Community Service Intern”)**

As a group, our students have made a positive contribution to the Allegany community. For the 24’-25’ academic year through 3-15-25, our volunteers participated in 104 hours of community service. As always, we provide a free volunteer T-shirt and Fusion, Hometown or Burton meal. The 7 students living at 28 North 4<sup>th</sup> St. “Mecca” won our \$500 community service award. Our Best Scarecrow competition winners from 12 East Main St. (Train) Bobby Rydzewski & Kyle Karoloski were awarded a \$150 Fusion gift certificate. We provided the groups with a Bridge Thrift store credit to purchase scarecrow clothes.

We added Meals on Wheels to our list of beneficiaries this year. We continued our weekly village trash collection, garden club spring and fall Main Street clean-ups, scarecrow set up & take down, Red Cross Blood drive and the Christmas in Allegany event. These service projects are an excellent opportunity for our students to interact with other community members

**Item #1:**

We typically interview Intern Candidates over the summer and expect to bring on 4-5 Interns for the 2025-2026 school year (accounting, marketing, management, finance and a community service coordinator).

**Item #2:**

The marketing materials for this year’s Fall and Spring festivals were created by Mackenzie Herbst and Joe Hudak with help from Dylan Ambrosio and Tim Williamson SBU Graduate and digital media Mentor.

**Item #3**

We participated in SBU's family weekend activities by hosting our Music festival from 6:00-12:00. Unfortunately, we had poor weather outside, but inside the bands drew nice audiences.

**Item #4**

Our feral cat catch, vaccinate, neuter and release program handled 7 cats Fall 24'. One cat needed extra treatment to remove his left eye. We agreed to pay the additional \$250 cost and during recovery the cat warmed up with the Vet staff and was put up for adoption. Since our last meeting, the cat has been adopted.

**Item #5**

Press releases for 25'-26' academic year (**Dylan Ambrosio**) "**Marketing Interns**" Dawn Snyder  
SBU MBA Marketing Mentor

**Item #6**

Off-campus accountability. As of April, 2025, our 88 students living in 23 off-campus apartments and houses, who have agreed to be a BonaGany volunteer, have not received a noise or other violation from the Village. The last reported violation was a noise violation at 26 West Main Street September 2021. Obviously proud of our student tenant's commitment to our community.

**Item #7**

Off campus communication with Village officials. Dylan Ambrosio was our BonaGany community communication representative. Dylan made the mayor and police chief aware of off campus "social events" such as Keg clash and St. Patties day. BonaGany offered to compensate the Village for extra law enforcement during those events in addition to our Fall music festival. Payment was made October 23<sup>rd</sup>.

**FUTURE ITEMS**

**Item#1**

Nashville in Allegany May 17<sup>th</sup>. We have 7 musical acts and received the permit for the Town Park and 4<sup>th</sup> street closure. The village has also agreed to suspend the open container law from 6:00-12:30 between Burton to Fusion., The Sticktight's Band will be our headliner outside and will move inside if inclement weather. If weather looks great, probably sponsor a corn hole tournament like we did at the Fall music festival.

**Item#2**

The Bona Student Housing corporation is still planning to convert the empty warehouse space at 158 West Main Street into an event center. The property will be managed by its subsidiary, Bona Student Property Mgt, which is BonaGany's only source of funding. The venue is walking distance to five local restaurants and Airbnb quality housing from (May 15 – August 15). Allegany's off-campus houses have been used in past years by returning students for wedding parties. A unique "Barn" reception hall within walking distance way, could have a positive impact on our BonaGany family. We are better and stronger together.

**JOURNMENT.**

The meeting ended 6:50 PM.

Minutes submitted by:  Print Name: Drake Dettore

Approved by:  Print Name: Thomas Dettore

## BonaGany's Advisory Board Meeting Minutes

### MEETING DETAILS.

Location: 51 West Main Street, Allegany NY 14706.

Meeting Facilitator: Thomas Dettore

Secretary: Drake Dettore

Date/time: **April 9, 2024 at 5:30**

### ATTENDEES.

Thomas Dettore, Tim Peterson, Drake Dettore

### PREVIOUS MEETINGS MINUTES.

The minutes for the previous meeting on the BonaGany.com website.

### APPROVAL OF AGENDA.

The agenda for this meeting was electronically distributed.

### REPORTS.

**Report #1: (Jordan Rokitka "Accounting Intern" CPA mentor Nicholas Harris)**

Details: 2023 Federal, NY State and Charitable Tax Returns on the BonaGany.com "website"

**Report #2: Financial Statements**

Details: 2023 Cash flow and balance sheet information found on the BonaGany.com "website"

1/1/2021 starting balance \$1,785.40

1-1-2022 ending balance \$8,756.05

1-1-2023 ending balance \$12,140.71

1-1-2024 ending balance \$10,766.72

**Report #3: Community Service hours on the website (Mason Meggo "Community Service Intern")**

As a group, our students made a positive contribution to the Allegany community. For the 23'-24' academic year through 2-15-24', they participated in 172 hours of community service, which is on track to match last year's total of 302 community service hours. As always, we provided a free volunteer t-shirt and Fusion or Burton meal. Our \$500 community service gift certificate (Hometown Restaurant, Fusion, Burton) was awarded to the 7 students of the Hockey Team living at 51 West Main. Our Best Scarecrow competition's \$100 Burton gift certificate was awarded to the same students from the SBU Hockey Team. We provide every group with a \$20 Bridge Thrift store credit to purchase scarecrow clothes.

We added Christmas in Allegany. The Christmas in Allegany event provides an excellent opportunity for our students to interact with other community members. We continued our weekly village trash collection, garden club plant removal, scarecrow set up & take down, and Red Cross Blood drive each semester. We did not perform our village main street shop window cleaning due to inclement weather but plan to continue in the future.

## **NEW BUSINESS.**

### **Item #1:**

Board of Directors Election

Board of Directors elections: Can we have a motion to re-elect Thomas Dettore President, Timothy Peterson Treasurer, Drake Dettore Vice President, and Secretary. Tim Peterson seconded the motion, and the vote was unanimously accepted.

### **Item#2**

Consider amending our Bylaws to allow for cash donations. The Olean area Chamber of Commerce received \$76,250 in bed tax receipts and was considering donating a portion to us, as reported in the Olean Times January 26, 2024. We currently cannot accept cash donations but will be providing music festival marketing material for them to distribute throughout the community. Our current mission statement disallows contributions to help ensure our foundation only provides benefits to our community and does not draw resources that could be utilized by other organizations. Can we have a motion to vote on continuing this policy? Tim Peterson seconded the motion, and the vote was unanimously accepted. However, we will be addressing this policy again and potentially allowing for contributions on an ad hoc basis.

### **Item #3:**

BonaGany's Current Advisory Board

Advisory Board Members

Thomas Euttafarro "Director of Gov't & Community Relations"

Frank Snyder "Allegany Superintendent of Public works"

Stephen Pockalny "Landlord"

Drake Dettore "SBU Graduate"

Connor Raines "SBU Student Gov't Representative"

**Item #3 note:** Can we have a motion to vote on amending our Bylaws and allowing one Board of Director to also perform as an Advisory Board member. Tim Peterson seconded the motion, and the vote was unanimously accepted. Drake Dettore accepted an Advisory Board position as a SBU graduate.

### **Item #4:**

We typically interview 8 Intern Candidates over the summer and expect to bring on 4-6 Interns for the 2024-2025 school year (accounting, marketing, management, community service and possibly a special events coordinator and finance major).

**Item #5:**

Marketing materials for this year's Nashville in Allegany event scheduled for May 11<sup>th</sup> from 6:00pm – 12:30am. **MacKenzie Nolan "Marketing Intern"** Tim Williamson SBU Graduate and digital media Mentor.

**Item #6**

We participated in the SBU's family weekend activities September 22<sup>nd</sup> & 23<sup>rd</sup>. Our Music festival was later that day. Two garden club members, one Intern "Mason" and student volunteers maintained our tent during the on-campus event and then maintained our tent during the music festival in the Village. Unfortunately, we had poor weather, but The Band still drew a nice audience.

**Item #7**

We asked our SBU Advisor Thomas Buttafarro, to approach SBU staff in an attempt to have our BonaGany Intern job descriptions posted on Handshake. We are hoping this cooperation and possible increase in hourly stipend will enable us to attract a wider range of Intern candidates. We increased our Intern hourly stipend from \$15 to a range of \$15 to \$20 for the 2023-2024 academic year. Our Accounting Intern 'Jordan Rokitka' is the only Intern receiving \$20 an hour, her fellow Interns have a \$15 hourly stipend.

**Item #8**

Our feral cat catch, vaccinate, neuter and release program handled 9 cats Fall 23'. One cat needed extra treatment to remove his left eye. We agreed to pay the additional \$250 cost and during recovery the cat warmed up with the Vet staff and eventually was put up for adoption. This is apparently very rare and Dylan "Intern" is creating a press release highlighting Operation Pets' good works in our community. The article will include a picture of the rescued one eye'd cat.

**Item #9**

Press releases for 23'-24' academic year (**Dylan Ambrosio & Luis Perez "Marketing Interns"**) Dawn Snyder SBU MBA Marketing Mentor

**Item #10**

Off-campus accountability. As of February 25, 2024, our 88 students living in 23 off-campus apartments and houses, who have agreed to be a BonaGany volunteer, have not received a noise or other violation from the Village. The last reported violation was a noise violation at 26 West Main Street September 2021. Obviously proud of our student tenant's commitment to our community.

**FUTURE ITEMS**

**Item#1**

Nashville in Allegany May 11<sup>th</sup>. Our festival budget would increase from ~\$3,800 to ~\$4,950 if the outside venue is maintained (\$625 tent, \$300 village overtime hours, \$250 donation to Allegany Limestone band Booster club) as a thank you for loaning us their drummer stand. Music festival past costs including Intern stipends and advertising: Spring 23' \$5,500, Fall 23', \$4,400.

We have 10 musical acts and have received the permit for the Town Park and 4<sup>th</sup> street closure along with an open container law abatement inside our designated area. Interns are planning a corn hole tournament, and The Stickights Band will be our headliner outside and will move to the Hickey if inclement weather.

**Item#2**

Meals on Wheels has moved next to the Burton and offers another opportunity for our student volunteers to make a positive contribution to our community. We are also adding the SPCA of Cattaraugus County and Christmas is Allegany. The SPCA with Operation Pets coordinates our feral cat program in the Village and has a need for volunteers. We will next be helping them with the Franklinville Maple Festival SPCA tent on April 27 and 28<sup>th</sup>.

**Item#3**

The Bona Student Housing corporation is planning to convert the empty warehouse space at 158 West Main Street into an event center. The property will be managed by its subsidiary, Bona Student Property Mgt, which is BonaGany's only source of funding. The venue is walking distance to five local restaurants and Airbnb quality housing from (May 15 – August 15). Allegany's off-campus houses have been used in past years by returning students for wedding parties. A unique "Barn" reception hall within walking distance way, could have a positive impact on our BonaGany family. We are better together and stronger together.

**JOURNMENT.**

The meeting ended <sup>6:30</sup> PM.

Minutes submitted by:  Print Name: Drake Dettore

Approved by:  Print Name: Thomas Dettore

# BonaGany Annual Directors Meeting

## MEETING DETAILS.

Location: 51 West Main Street, Allegany NY 14706 and remotely.

Meeting Facilitator: Thomas Dettore

Secretary Drake Dettore

Date/time: **June 16, 2023 at 5:00**

## ATTENDEES.

Thomas Dettore, Tim Peterson, Drake Dettore

## PREVIOUS MEETINGS MINUTES.

The minutes for the previous meeting on the BonaGany.com website. Tim Peterson seconded the motion, and it was approved unanimously.

## APPROVAL OF AGENDA.

The agenda for this meeting was electronically distributed. Tim Peterson seconded the motion, and it was approved unanimously.

## REPORTS.

### Report #1: Business Plan

Details: Updated Business Plan dated 06/01/2023 on the website

### Report #2: 2022 Non-profit Tax Returns

Details: 2022 Federal, NY State and Charitable Tax Returns on the BonaGany.com "website"

### Report #3: Financial Statements

Details: 2022 cash flow, bank statements and tax returns on the website

1/1/2021 starting balance \$1,735.40

1-1-2022 ending balance \$8,756.05

1-1-2023 ending balance \$12,140.71

### Report #4: Community Service hours on the website.

As a group, our students made a positive contribution to the Allegany community. For the 22'-23' academic year they participated in 302 hours of community service. As always, we provided a free volunteer t-shirt and Burton Burger lunch. Our \$250 community service gift certificate (Hometown Restaurant) was awarded to the students at 20 West Main Street "Perfections." And our Best Scarecrow competition's \$100 Burton gift certificate was awarded to 4 West Main Street "Testes".

In addition to weekly village trash collection, garden club plant removal, scarecrow set up & take down, Bridge thrift shop deep clean, African Cultural center cleaning, and Village main street shop window cleaning. We added the Warming House soup kitchen and Red Cross Blood drive to our list of beneficiaries.

## **NEW BUSINESS.**

### **Item #1:**

Board of Directors Election

Board of Directors elections: Can we have a motion to re-elect Thomas Dettore President, Timothy Peterson Treasurer, Drake Dettore Vice President, and Secretary. Tim Peterson seconded the motion, and it was approved unanimously.

### **Item #2:**

BonaGany's Current Advisory Board

Advisory Board Members

Thomas Buttafarro "Director of Gov't & Community Relations

Frank Snyder "Allegany Superintendent of Public works"

Stephen Pockalny "Landlord"

Noah Minton "SBU Graduated Intern"

Connor Raines "SBU Student Gov't Representative"

### **Item #3:**

We have 9 Intern Candidates who will be interviewed over the summer. We expect to bring on 4-6 Interns for the 2023-2024 school year (accounting, marketing, management, community service and possibly a special events coordinator and finance major).

### **Item #4:**

Nashville in Allegany event. The total cost of the event was \$5,500. From all accounts, the event was a great success. The weather was beautiful. Should we continue this event for the evening before SBU graduation 2024? Tim Peterson seconded the motion, and it was approved with a \$5,500 budget unanimously.

### **Item #5**

We will be asking our Advisory Board members for their thoughts and input concerning our potential role in SBU's family weekend activities September 22<sup>nd</sup> & 23<sup>rd</sup>. We would like to financially support and contribute Intern hours to the marketing, management, and accounting of SBU's Family weekend activities. Our Interns could help organize and manage SBU's on campus activities along with the Village's evening live entertainment. We would like to invite some community non-profit organizations to the on-campus event. Some ideas.. Rent a Dunk Machine and ask the Police to volunteer to be Dunked. All proceeds would go to an agreed charity like Drug and alcohol prevention. We could rent a tent for The Bridge thrift store to help spread the word of

their good work and help market the store (they may also set up a little area to sell used SBU merchandise)

What should our budget be and how do we divide between on and off campus? The Directors approved unanimously to provide up to \$6,500 for Parent weekend activities. These activities would include on campus expenses if community involvement and participation is supported by SBU.

**Item #6**

We asked our SBU Advisor on February 22 to approach SBU staff in an attempt to have our BonaGany Intern job description posted on Handshake. We are hoping this cooperation and possible increase in hourly stipend will enable us to attract a wider range of Intern candidates to choose from. Can we have a motion to increase our Intern hourly stipend from \$15 to a range of \$15 to \$20 for the 2023-2024 academic year? Tim Peterson seconded the motion, and it was approved unanimously.

**Item #7**

Our feral cat catch, vaccinate, neuter and release program handled 10 cats in 2021 but we are unable to secure a veterinarian to perform vasectomies rather than neutering. We believe that approach would be more effective in bringing down the population of cats in the Village. We will continue to search for any veterinarian to perform neutering/spaying procedure to stabilize the current population. The lack of available Veterinarians in our area, to provide us services, is very disappointing but we will continue searching.

**JOURNMENT.**

The meeting ended 6:15 PM.

Minutes submitted by: Drake Dettore Print Name: Drake Dettore

Approved by: Thomas Dettore Print Name: Thomas Dettore

## Board of Directors and Advisory Board Meeting 9-29-2022

### MEETING DETAILS and AGENDA.

Location: 51 West Main Street, Allegany NY 14706 and ZOOM

Meeting Facilitator: Thomas Dettore

Secretary: Drake Dettore

Date: September 29, 2022 Time: 06:25 PM

### Advisory Board Members attended:

Thomas Buttafarro "Director of Gov't & Comm. Relations"	SBU
Noah Minton "Graduated BonaGany Intern"	BONAGANY
Connor Raine "SGA Pres."	SBU STUDENTS
Stephen Pockalny "Contractor"	LANDORDS
Frank Snyder "Allegany Superintendent of Public works"	COMMUNITY

### Directors attended:

Thomas Dettore, Tim Peterson, Drake Dettore

### BonaGany Interns attended:

Luke Hurlbutt  
Teagan McKane  
Sarah Berman  
Jimmy McKeon  
Jack Dalton

### Other attended guests:

Sam Deni "SIMM"  
Dawn Snyder (Marketing Intern Mentor)

## **OPENING PLEDGE OF ALEGIANCE**

## **PREVIOUS MEETINGS MINUTES.**

The minutes for all previous meetings are available on BonaGany.com and attendees were notified September 21<sup>st</sup>, 2022. Tim Peterson seconded the motion and all in favor of accepting the previous minutes.

## **APPROVAL OF AGENDA.**

The agenda for this meeting was distributed electronically September 21st, 2022.

### **Item #1**

Financial Statements (BonaGany.Com provides detailed reports)

BonaGany's Balance sheet and cash flow statement from 1-1-22' thru 9-28-22'

Jordan Rokikta created the financial statements but was unable to attend and Sarah Berman presented them.

M&T Bank's Management Account had an available operating balance of \$8,756.05 on 1-1-22' and \$7,830.28 on 9-14-22'

Detailed list of revenue and expenses thru 8-1-22' on our website

### **Item #2**

#### **Advisory Board approval of Year end 2022 charitable donations and payments**

\$500 to: The Enchanted Garden Club ? They give us wonderful opportunities to work side by side with our community and give back to the community that we live.

\$500 to: The Bridge "St. Bonaventure church? The Bridge provides help to 37 charitable partners including the Genesis House, The warming house Rehab facilities. Helping them helps so many in our community.

\$500 to: The African American Cultural Center? Leadership matters! Della Moore is a lovely person, and The African American cultural center promotes learning. Our history should be honestly and objectively studied to learn from the positives and negative outcomes of past decisions. Our system of free market enterprise not only creates massive wealth for its citizens, but it also promotes equality by rewarding merit-based excellence.

\$250 to: Burton to provide a \$250 Gift certificate to the students for winning the Community service award, Fall semester 2022 and \$100 for scarecrow prize?

Tom Dettre made the motion and Tim Peterson 2nd the motion to fund the above donations in 2022. All present voted yes for the measure.

Following our 9-29-2022 meeting, we were asked to consider donating to Christmas in Allegany. Subsequently, we made an additional donation of \$500 to Christmas in Allegany.

### **Item #3**

#### **Community Service projects scheduled**

Luke Hurlbutt reviewed our service projects this semester as follows:

Weekly Main Street litter collection began on Sunday August 28<sup>th</sup> and has continued each week.

The Garden Club Scarecrow set-up scheduled October 5<sup>th</sup>-6<sup>th</sup> from 4:00-7:00.

Our students were invited to make a scarecrow representing their house. Judging to take place at the Burton on October 5<sup>th</sup> and participation qualifies for community service hours.

The Garden Club plant removal and bed clean-up tentatively scheduled for October 15<sup>th</sup> 10-2

Scarecrow removal is scheduled for the last week in October.

The African Cultural Center artifact relocation December 3<sup>rd</sup>.

The Bridges thrift shop "deep clean" is tentatively scheduled for Saturday February 26th.

### **Item #4**

Sam Deni and Tom Dettore discussed the merits of BonaGany providing Romero mentoring Internship scholarships to the SIMM club. These 53-hour Internships will provide the tools/skills necessary for future SIMM GM's to be effective knowledgeable leaders. In 2019 "finance" was SBU's largest enrolled major but BonaGany doesn't have a specific role for a finance Internship. These Internship scholarships would cost \$750 per enrollee. (Sam Deni)

The SIMM student run club has excellent leadership roles available. These leadership roles provide SBU students a terrific learning opportunity, which will enhance their real world value.

We want to NURTURE students in their individual pursuit of excellence.

Tom Dettore asked if someone on the board would second the motion to vote on the funding of a SIMM scholarship and Tim Peterson 2<sup>nd</sup> the motion and all present voted for the measure.

### **Item #5**

#### **Accounting Mentor: Nick Harris CPA**

Nick is currently mentoring Jordan Rokitka and Sarah Berman with the use quickbooks (the largest small business software in the industry) The cost of the quickbooks online version for Jordan and Sarah is \$85 a month. We anticipate these Interns will be able to prepare our 2022 IRS Tax Filings with the continued mentoring of Nick.

1023 EZ (Private Foundation)

990 (2021 Non-profit tax return)

## **Item #6**

### **Communications “Public Awareness” Dawn Snyder (MBA Marketing SBU)**

Dawn Snyder is willing to donate her time to mentor our marketing/communications Interns. She will be assisting our Interns in creating press releases and other materials to help promote our non-profit partners and BonaGany's Service Projects.

## **Item #7**

### **Website building and hosting**

Special Project Intern Teri Marzelli is currently creating a new BSPM website which will be paid for by BSPM not BonaGany. We hope upon successful completion, that Teri will then use her skills to improve BonaGany's website.

Pursuit of excellence We want to nurture it for the motivated students. While using their talents to give back to our community.

## **Item #8**

### **Feral Cat Catch, Vaccinate, Neuter and Return or Vasectomy and Return**

We have identified colonies and trapped 10 feral cats who were then safely returned with their ears clipped to signify vaccination and neuter/spay. We are still attempting to secure a veterinarian relationship which will provide our trapped cats vasectomies in place of neutering. We believe this would be more effective and is worthy of a long-term study of its effectiveness to reduce feral cat population.

## **OLD BUSINESS UPDATE**

We discussed at our 2-11-2022 advisory board meeting the reasoning of filing as a 501 C (3) Private Foundation vs. Public Charity and subsequently BonaGany, has been approved as a 501 C(3) non-profit Foundation.

What is the difference between a private foundation and a public charity?

Every section 501(c)(3) organization is classified as either a private foundation or a public charity. Public charities generally receive a greater portion of their financial support from the public or governmental units. A private foundation, on the other hand, derives much of its support from a small number of sources. One major difference between the two is the way funds are acquired. Public charities ask the community for donations and receive many different smaller donations whereas a foundation receives their funding from only a few sources

Most of our contributions are expected to be donated by: Bona Student Property Mgt. and such we applied for and received a determination letter as a 501 c (3) private foundation on 3-23-2022 retroactively effective 9-1-2020. As a non-profit, BonaGany cannot compete against any for profit enterprises. Our primary mission is providing community service projects and Student Internships which benefit and unite our Bonaventure-Allegany family.

## NEW BUSINESS

### **The potential of a BonaGany Music Festival Spring or Fall 2023.**

Tom Dettore raised these points for discussion:

Free admission music festival.

Location: Town Hall park? (Close off 1 or 2 blocks?)

Dates: Probably Not SBU's Family Weekend. Other dates?

Budget: Approximately \$5,000 (Musicians, Village, Intern stipends)

Internship opportunities: Marketing, Communications, Management...

Our Interns would be overseeing the volunteers while working with the village and community.

We are very interested to hear feedback from all concerning this..

After much discussion, we are now considering a music festival at the River Park the Saturday before commencement. Current Junior Interns will coordinate our plan in progress.

**All in favor of adjourning the meeting, Tim Peterson 2<sup>nd</sup> and all were in favor.**

**Meeting adjourned at 7:30 pm**

Minutes submitted by: Drake Dettore Print Name: Drake Dettore

Approved by: Thomas Dettore Print Name: Thomas Dettore

# Meeting Agenda for BonaGany Annual Meeting

## MEETING DETAILS.

Location: **51 West Main Street, Allegany NY 14706**

Meeting Facilitator: **Thomas Dettore**

Secretary: **Drake Dettore**

Date: **May 16, 2022** Time: **5:00 PM**

## ATTENDEES.

Thomas Dettore, Tim Peterson, Drake Dettore

## PREVIOUS MEETINGS MINUTES.

The minutes for the previous meeting were reviewed and approved.

## APPROVAL OF AGENDA.

The agenda for this meeting was distributed and approved.

## REPORTS.

### Report #1: Business Plan

Details: Updated Business Plan dated 05/01/2022

### Report #2: 2021 Preliminary Tax Returns (not filed)

Details: Federal, NY State and Charitable Tax Returns

### Report #3: Financial Statements

Details: 2021 cash flow and bank statements

01/01/2021 starting balance \$1,785.40

12-31-2021 ending balance \$8,756.05

## NEW BUSINESS.

### Item #1: Board of Directors Election

Details of the elections: Thomas Dettore President, Timothy Peterson Treasurer, Drake Dettore Vice President, and Secretary

**Item #2:** BonaGany's Advisory Board for 2022-2023

Advisory Board Members

Thomas Buttafarro "Director of Gov't & Community Relations

Frank Snyder "Allegany Superintendent of Public works"

Stephen Pockalny "Landlord"

Noah Minton "Graduate Intern"

Student Representative "SGA Member to be announced?"

**Item #3**

BonaGany, Inc. received its IRS determination letter 03/23/2022 as a 501(c)(3) Private Foundation within the meaning 509(a) with an effective date of 09/01/2020

**Item #4**

As a requirement of the IRS determination, we need to separate all activities of BonaGany, Inc from Bona Student Property Management (BSPM). The security deposit account must be transferred out of BonaGany, Inc into BSPM.

**Item #5**

In attempt to provide continuity for Intern training, we have asked Noah Minton to continue his Advisory Board position after graduating this month.

**Item #6**

We have 12 Intern Candidates who will be interviewed over the summer. We expect to bring on 7 Interns for the 2022-2023 school year.

**Item #7**

We will be asking our Advisory Board members their thoughts and input of funding a BonaGany Music festival in the Village of Allegany. The event could be scheduled during the fall of 2023. We have rising Junior Intern candidates that could coordinate organizing, marketing, and management of the event.

**Item #8**

Our feral cat catch, vaccinate, neuter and release program handled 10 cats in 2021. We are still attempting to locate a veterinarian to perform vasectomies rather than neutering. We believe that approach would be more effective in bringing down the population of cats in the Village but will continue neutering/spaying in an attempt to stabilize the current population.

**ADJOURNMENT.**

The meeting ended at 6:15 PM.

Minutes submitted by:  Print Name: Drake Dettore

Approved by:  Print Name: Thomas Dettore

## **Board of Directors and Advisory Board Meeting 2-11- 2022**

### **MEETING MINUTES.**

Location: **51 West Main Street, Allegany NY 14706 and ZOOM**

Meeting Facilitator: **Thomas Dettore**

Secretary: **Drake Dettore**

Date: **February 11, 2022** Time: **04:30 PM**

### **Advisory Board Members Attended:**

Thomas Buttafarro "Director of Gov't & Community Relations"

Stephen Pockalny "Landlord"

Noah Minton "Student Intern"

Cody Shirap "SGA Vice President" was unable to attend the meeting

Frank Snyder "Allegany Superintendent of Public works"

### **Directors Attended:**

Thomas Dettore, Tim Peterson, Drake Dettore

### **BonaGany Interns Attended:**

Katie Goodwin

Ciara McGrane

### **Prospective 2022-2023 Interns Attended:**

Sarah Berman

Bridget Vogle

### **PREVIOUS MEETINGS MINUTES.**

The minutes for the previous meeting were delivered electronically on February 6th, 2022

Tom Dettore: Does anyone have any questions concerning our last meeting minutes which were delivered electronically?

Okay, no question, Motion to accept the minutes? Tim Peterson seconds the motion and All in Favor? Unanimously in favor of accepting December special meeting minutes

## **APPROVAL OF AGENDA.**

The agenda for this meeting was distributed electronically on February 6<sup>th</sup>, 2022.

### **Item #1**

#### **Introduce a change to the opening of BonaGany, Inc.'s Advisory Board meetings:**

Tom Dettore discusses why the American Flag is in our BonaGany Logo and why he feels we should open all meetings with the reciting of the Pledge of Allegiance.

Tom Dettore asks for the Motion and Tim Peterson seconds it.

All were in favor of reciting the Pledge of Allegiance at the opening of BonaGany's Board meetings.

After which, the entire group removed their hats and recited the Pledge.

### **Item #2**

#### **Drake Dettore discusses the December 2021 donations which were made to local non-profits:**

##### **Year end 2021 charitable donations and payments**

\$500 to: The Enchanted Garden Club

\$500 to: The Bridge "St. Bonaventure church

\$500 to: The African American Cultural Center?

Drake Dettore continued with discussing other financial transactions that occurred since they were approved during the special December 6<sup>th</sup> meeting

\$250 to: Firehouse Restaurant who provided a \$300 Gift certificate to the students of "Treehouse" for winning the Community service award, Fall semester 2021

\$603 for the purchase of 24 home fire extinguishers and brackets (Village does not require)

\$200 for the installation of 21 fire extinguishers in kitchen sink cabinets (3 are in storage)

### **REPORT #1: Financial Statements**

Drake Dettore provided BonaGany's Financials through 12-31-21'.

M&T Bank's Management Account balance on 12-31-21' was \$8,756.05

Drake continued with the Projected revenue and expenses for 2022, 2023 and 2024.

### **Item #3**

#### **Ciara McGrane and Katie Goodwin discuss Fall semester community service projects**

##### **Community Service projects accomplished**

Our weekly Main Street litter collection began on Sunday August 29<sup>th</sup> and continued each week throughout the semester, except for the fall break and Thanksgiving weekends

The Garden Club Scarecrow set-up occurred September 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup>.

The Village Shop fall window washing occurred Saturday October 9<sup>th</sup>

The Garden Club plant removal and bed clean-up occurred on Oct 23<sup>rd</sup>.

The African Cultural Center artifact relocation occurred October 30<sup>th</sup> and December 4<sup>th</sup>.

The Bridges thrift shop "deep clean" is tentatively scheduled for Saturday February 26<sup>th</sup>.

### **Item #4**

Tom Dettre discusses Current Intern Projects / Initiatives

Scheduling of Spring Semester Community Service Projects and the creation of Marketing/Communication initiatives for our non-profit partners.

#### **The Bridge Thrift Shop "Deep Clean" Cheryl O'keefe (716) 904-0969**

Katie Goodwin will be meeting with Cheryl O'keefe to schedule our next service project. She will also be helping to develop a Facebook page, Google search and Website for the Bridge. Our goal is to create paid internship initiatives which help our local non-profits and provide relevant real world work experience for our Interns.

#### **The Garden Club Spring clean-up Kathy MacArthur (585)307-7758**

Ciara McGrane is reaching out to the Garden club to set up our next service project in addition to offering to create a communication system amongst their club members.

**Frank Snyder "Allegany Superintendent of Public works"** was asked if BonaGany could help the Village with any springtime projects. Frank suggested and we discussed and agreed to helping the Village with mulching all the garden beds in the Village. We will schedule that event in late April.

#### **African Cultural Center Della Moore (215) 704-6608**

Ciara McGrane is reaching out to the Center to set up our next service project

Katie Goodwin will be setting up our next **Weekly Village Trash removal** once the weather breaks. We are buried in snow as of this meeting.

**Shop Window Washing in April (we can schedule the week of project to help ensure good weather)**

**Item #4**

**Communications “Public Awareness”**

Tom Dettore discusses Kate Seger who recently retired from the Olean Times. She is willing to donate her time to mentor our marketing/communications Interns. She will be assisting our Interns in creating press releases and other materials to help promote our non-profit partners and BonaGany’s Service Projects. At some point we also need to schedule our Grand opening.

The Firehouse Restaurant (Ebb’s) Nathan Borden. (585) 307-6242 has reached out to us about a Special Discount (and or special menu) for BonaGany Student Volunteers. They now have a Sunday Brunch Buffet until 3:00. We can reward our Student Volunteers and promote our non-profit.

Create better communication systems for our non-profit partners to communicate to their members. The Bridge Thrift Store needs help with their dormant Facebook page and other social media.

**Feral Cat Catch, Vaccinate, Neuter and Return or Vasectomy and Return**

We have identified colonies and received property owner approvals, but Veterinarians are extraordinarily busy and will not accept cats until April (warmer weather).

Tom Buttafarro offered to reach out to other Universities which have veterinarian programs. He will be asking if they could help to either spay/neuter and or perform vasectomy/hysterectomy for a research program.

**IRS Tax Filings for our accounting majors:**

1023 EZ (Private Foundation)

990 (2021 Non-profit tax return)

## **NEW BUSINESS**

### **501 C (3) Private Foundations vs. Public Charities:**

BonaGary, Inc should be a 501 C(3) Non-profit Foundation not a 501 C(3) Public Charity.

What is the difference between a private foundation and a public charity?

Every section 501(c)(3) organization is classified as either a private foundation or a public charity. Public charities generally receive a greater portion of their financial support from the public or governmental units. A private foundation, on the other hand, derives much of its support from a small number of sources. The major difference between the two is the way funds are acquired. Public charities ask the community for donations and receive many different smaller donations whereas a foundation receives their funding from only a few sources.

100% of our contributions came from: Bona Student Housing, Stacks, Inc. and KPK Properties.

One drawback of a Foundation compared to a Public Charity concerns Board of Directors compensation. A private foundation greatly limits Board compensation compared to a public charity. This limitation is not relevant to BonaGary, Inc. since our board of directors do not receive compensation for their services to BonaGary.

We would like to submit a new 1023 EZ application to change our 501 C(3) status to a Private Foundation. Our original submission was for a 501 C (3) Public Charity

Second that Motion, Drake Dettore seconds the motion

All were in favor of submitting a new 1023 EZ application to change our 501 C(3) status to a Private Foundation.

### **51 West Main Street Lease**

Tom Dettore discussed the BonaGary lease. Bona Student Housing has donated the first-floor space at 51 West Main Street to BonaGary, Inc.

During the August 18<sup>th</sup> meeting, The Advisory Board and Directors unanimously approved a 30-year lease for \$1.00 from Bona Student Housing to BonaGary for most of the 1<sup>st</sup> floor space of 51 West Main St.

The initial Five-Year term of this lease includes all utilities and BonaGary has the option to renew the lease every five years for an additional 25 years (thirty-year lease) for \$1.00

Currently other non-profits, when convenient may use the space at no charge.

**At issue:** The lease does not discuss renting the space to private for-profit businesses on a per diem basis. For Example: A private company may wish to use a portion of our space for business not related to BonaGany. For example: an estate planning workshop.

We briefly discussed this at our Dec. 8<sup>th</sup>, 2021, meeting and no one, at that time, disagreed with amending the lease. Cody Shimp thought it was a good idea, but we agreed to further discuss this subject during our next meeting.

We would like to hear any comments or concerns before adjusting our lease to allow for such an accommodation. Maybe \$50 per day plus a cleaning fee?

After discussion we agreed to vote on a \$50 per diem fee plus a separate \$100 cleaning/security deposit fee. The \$100 cleaning/security deposit will be refunded in full if premises are left in the same condition as found.

Second that Motion?

All in favor of adjusting our lease for the purpose of charging private for-profit groups a per diem rental fee of \$50 in addition to a \$100 cleaning/security deposit fee, for the use of our first-floor space? Please raise your hand and say aye if agreeable.

Unanimously voted for allowing BonaGany to sublease its first-floor space to for-profit businesses at a \$50 per diem rate and a \$100 cleaning/security deposit fee.

**All in favor of adjourning the meeting? Unanimously voted to adjourn the meeting at 5:27**

Minutes submitted by:  Print Name: Drake Dettore

Approved by:  Print Name: Thomas Dettore

# Minutes

## Special Board of Directors and Advisory Board Meeting 12-6- 2021

### MEETING DETAILS and AGENDA.

Location: **51 West Main Street, Allegany NY 14706 and ZOOM**

Meeting Facilitator: **Thomas Dettore**

Secretary: **Drake Dettore**

Date: **December 6<sup>th</sup> 2021** Time: **06:20 PM**

### ATTENDEES.

#### Advisory Board Members:

Thomas Buttafarro "Director of Gov't & Community Relations

Noah Minton "Student Intern"

Cody Shimp "SGA Vice President" was unable to attend the meeting

#### Directors:

Thomas Dettore, Tim Peterson, Drake Dettore

#### BonaGany Interns:

Alex Farrance

Katie Goodwin

Meghan Hall

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### PREVIOUS MEETINGS MINUTES.

The minutes for the previous meeting delivered electronically and approved

## **APPROVAL OF AGENDA.**

The agenda for this meeting was distributed electronically.

**Report #1:** Financial Statements (BonaGany.Com provides detailed reports)

Drake Dettore provided BonaGany's Financials through 9-30-21'

Details: M&T Management Account balance was \$23,114 on 9-30-21'

Detailed list of revenue and expenses thru 9-30-2021 on website

M&T Security Deposit Account balance was \$33,407 on 9-30-21'

Projected revenue and expenses for 2021

BonaGany Property Management Currently manages 79 bedrooms and is holding a \$400 security deposit for each of those 79 bedrooms.

78 of the 79 Students returned to school in August and all of our returning 78 Students have paid their Fall semester rent in full.

Currently BonaGany manages 85 bedrooms for the Fall 2022 semester, of which 79 leases and security deposits have been signed and paid. The remaining 6 bedrooms are comprised of two 3-bedroom apartments at 12 East Main Street. We are working with the 18 Students who have already signed a lease at 12 East main to find the right "fit" for the remaining openings.

Total Security Deposit deductions for reported damage during Fall 2021 is currently \$325. There is a missing door at a property which the tenants are attempting to locate. We are holding over \$30,000 in security deposits and have reported damage less than a \$1,000.

Two of our properties had noise violations during the fall semester. They both occurred the first weekend of school on Saturday August 28<sup>th</sup>. No subsequent violations were reported during the semester.

## **Year End "Housekeeping Items"**

- 1) After discussion the Advisory Board and Directors unanimously approved a \$250 community service award each semester. The award will be determined by the house or apartment with the most community service hours per tenant. For example: 20 total hours in a 4-person house would be 5 hours per tenant at that house.

### **THE WINNER FOR FALL SEMESTER 2021 "TREEHOUSE"**

All in Favor of BonaGany of purchasing a \$250. Gift Certificate to: The Burton or Firehouse? All Advisory Board and Directors were Unanimous in Favor

- 2) All in Favor of BonaGany donating \$500 to: The Enchanted Garden Club?  
All Advisory Board and Directors were Unanimously in Favor
- 3) All in Favor of BonaGany donating \$500 to: The Bridge "St. Bonaventure church?"  
All Advisory Board and Directors were Unanimously in Favor
- 4) All in Favor of BonaGany donating \$500 to: The African American Cultural Center?  
All Advisory Board and Directors were Unanimously in Favor

Tom Buttafarro suggested that we create a press release detailing our donations and help provided to other community non-profits. We will reach out to Kate Segar, a retired reporter from the Olean Times for guidance. She may be able to mentor our Interns in the process.

## NEW BUSINESS

The purchase and mounting of Fire Extinguishers. The Village of Allegany does not require fire extinguishers, but we are requesting that each of our current properties be equipped with one. The expected cost \$1,050 (21 X \$50) Tim Peterson suggested purchasing extra to replenish ones which inadvertently get used and for other potential properties managed in the future.

All in favor of purchasing (a maximum of \$1,050) for fire extinguishers? All Advisory Board and Directors were Unanimously in Favor

One final issue which was-overlooked during the zoom meeting but was-voted on directly thereafter by all attendees. Should we provide a \$100 holiday gift check to Melody Meyers and Patti Putt (\$200 total)? These ladies are independent contractors that provided our bi-weekly house cleanings this semester. All Advisory Board and Directors present voted Unanimously in Favor.

## REPORTS.

### Report #2: 51 West Main Street Lease

Bona Student Housing has donated the first-floor space at 51 West Main street to BonaGany, Inc.

During the August 18<sup>th</sup> meeting, The Advisory Board and Directors unanimously approved a 30-year lease for \$1.00 from Bona Student Housing to BonaGany for the 1<sup>st</sup> floor of 51 West Main St.

The initial Five-Year term of this lease includes all utilities and BonaGany has the option to renew the lease every five years for an additional 25 years (thirty-year lease) for \$1.00

Currently other non-profits, when convenient may use the space at no charge.

At issue: The lease does not discuss renting the space to private for-profit businesses on a per diem basis. For Example: A private company may wish to use a portion of the space for business not related to BonaGany.

Should we consider adjusting the lease to allow such an accommodation. Maybe \$50 per day plus a cleaning fee? No one disagreed with amending the lease and Cody Shimp thought it was a good idea but we agreed to further discuss this subject during our next meeting.

### **Community Service projects (only 17 students were required by their lease to participate)**

Our weekly Main Street litter collection began on Sunday August 29<sup>th</sup> and continued each week throughout the semester, except for the fall break and Thanksgiving weekends

The Garden Club Scarecrow set-up occurred September 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup>.

The Village Shop fall window washing occurred Saturday October 9th

The Garden Club plant removal and bed clean-up occurred on Oct 23rd.

The African Cultural Center artifact relocation occurred in October on and December 4<sup>th</sup>.

The Bridges thrift shop "deep clean" is scheduled for Saturday January 29th.

**Report #3: Business Plan**

Details: Updated Business Plan dated June 8th is on our Website: BonaGany.com

We are planning on asking SBU permission to discuss working closer with Professor Kasperski from the business accounting department, for help with Intern recruitment. We have opportunities to expand the scope of BonaGany from Student housing into small business development, per our business plan. We will be asking for qualified paid internships to help move our mission forward.


**Report #4: Amended Bylaws**

The directors received an amended version of BonaGany, Inc's Bylaws prior to this Special meeting. One major change to BonaGany, Inc's Bylaws is the elimination of Articles concerning shares of stock. There are no shares of stock being issued nor dividends being paid by BonaGany, Inc.

The Directors unanimously approved the revised bylaws dated 12-6-2021

**ADJOURNMENT.**

The meeting ended at 6:55 PM.

Minutes submitted by:  Print Name: Drake Dettore

Approved by:  Print Name: Thomas Dettore

**Meeting Minutes**  
**BonaGany Board Meeting 8-18-21'**

**MEETING DETAILS.**

Location: **51 West Main Street, Allegany NY 14706**

Meeting Facilitator: **Thomas Dettore**

Secretary: **Drake Dettore**

Date: **August 18<sup>th</sup> 2021** Time: **05:00 PM**

**ATTENDEES.**

Advisory Board Members:

Thomas Buttafarro "Director of Gov't & Community Relations

Stephen Pockalny "Landlord"

Noah Minton "Student Intern"

Cody Shimp "SGA Vice President" was unable to attend the meeting

Frank Snyder "Allegany Superintendent of Public works" was unable to attend the meeting

Directors:

Thomas Dettore, Tim Peterson, Drake Dettore

Other Stakeholders of BonaGany and invited guests

Kathy MacArthur "Enchanted Garden Club"

Tamara Hilmey

Alyssa Weaver "Feral Cat Program"

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**PREVIOUS MEETINGS MINUTES.**

The minutes for the previous meeting delivered, reviewed and approved

**APPROVAL OF AGENDA.**

The agenda for this meeting distributed and approved

**REPORTS.**

**Report #1: 51 West Main Street Lease**

Bona Student Housing is donating first floor space to BonaGany, Inc.

The initial Five-Year term of this lease includes all utilities and BonaGany has the option to renew the lease every five years for an additional 25 years (thirty-year lease) for \$1.00

All in favor of BonaGany signing proposed lease and paying \$1.00?

**Motion passed-**

**Unanimous approval by Advisory Board and Directors**

**Report #2: Financial Statements**

Noah Minton "Advisory Board Representative of BonaGany" and Drake Dettore

Details: July 31<sup>st</sup> M&T statement balance was \$1.136

Detailed list of revenue and expenses thru 8-5-2021

Projected revenue and expenses for 2021

**Report#3 Certificate of Inspection Reports**

All BonaGany properties have been granted their certificate of occupancy by

The Village of Allegany's code enforcement officer

**Report #4: Rental Lease Agreement**

Details: The 2022-2023 BonaGany Student/Tenant Lease agreement proposes a \$50 increase in security deposit. The rising cost of Private trash removal with Casella waste and increased cost of bi-weekly cleaning has prompted this increase. Where the current lease has a \$600 security deposit which \$200 is non-refundable the proposed lease would be \$650 with \$250 non-refundable.

All in favor of increasing BonaGany Lease security deposits by \$50 to now be \$650?

**Motion Passed.**

Advisory Board voted two for and one abstain (Tom Buttafarro abstained)

Directors unanimously approved

**Report#5: Community Service projects**

Our weekly Main Street litter collection will begin again on Sunday August 29<sup>th</sup> and continue Sundays throughout the semester.

The Garden Club plant removal and bed clean-up is scheduled for September 20<sup>th</sup> and 21<sup>st</sup>. The Garden Club Scarecrow set-up is scheduled for September 30<sup>th</sup>.

The Village Shop fall window washing is scheduled for Saturday October 16<sup>th</sup>.

The Bridges thrift shop “deep clean” is scheduled for Saturday October 30<sup>th</sup>.

**Report #6: Confidentiality Agreement**

Details: Confidentiality agreement which must be signed by all Student Interns and Landlords who wish to have access to Tenant information on The Buildium Property Mgt. software

**Report #7: Business Plan**

Details: Updated Business Plan dated June 8th

Details: The current property management agreement utilizes a tiered management fee schedule which reduces the property management fee for larger landlords. If these larger landlords do not participate, we are planning to change our tiered pricing to provide more incentives for smaller landlords.

**UNFINISHED BUSINESS.**

**Item #1: Purchase of 124 West Main Street Property by BSH**

Details: BSH intended to donate the storefront space of 124 West Main to BonaGany, which in turn could donate supportive services to SBU’s innovation entrepreneurial program. We may provide financial support to student run small business ventures, which move our mission statement forward. All funding must be approved by our advisory committee.

UPDATED 5-17-21'

The November 2020 signed purchase offer and (\$5,000) deposit may was not binding to the seller, since the signer has not been appointed as Executor. The expectation is earliest closing in mid-August 2021. Another issue: The 124 West Main Property has a residential housing variance for the rear of the property. This variance lapses if the rear apartment is unoccupied for 6 months. That date was June 1<sup>st</sup> 2021.

UPDATED 8-18-21'

The Executor has been appointed and BSH signed a new purchase offer dated 8-11-21' Since the variance for residential housing has lapsed, the new purchase offer is contingent on having the residential variance reinstated. This purchase offer is valid until October 30<sup>th</sup> 2021. We will be working with an architect to submit a proposal to the Village board for reinstatement.

**NEW BUSINESS.**

Item #1 Creation of the BonaGany Community Service Award. Asking for Advisory Boards thoughts on such a scholarship paid to an Individual or Group (house) each semester or year. Possibly \$500 total in total.

**After discussion the Advisory Board and Directors unanimously approved a \$250 community service award each semester. The award will be determined by the house or apartment with the most community service hours per tenant. For example: 20 total hours in a 4 person house would be 5 hours per tenant at that house.**

Item #2 Feral Cat Program/Study in the Village of Allegany

Emily Gustafson and Alyssa Weaver Initial Intern coordinators will discuss some of the attributes of such a program

**ADVISORY BOARD AND BOARD OF DIRECTORS EXPENSE APPROVAL VOTING**

**CURRENT EXPENSES**

- \$ ~700.00 10 "Large door" humane animal traps and supplies
- \$1,760.20 150 T-shirts and Logo Design
- \$ 460.41 51 West Main Front sign and interior banners
- \$ 270.30 30 re-useable Yard signs for current and future Open Houses
- \$1,970.00 Buildium Property management software and credit card charges 1/1/21' - 8/31/21'

**Anticipated Charges from August 15<sup>th</sup> – December 31<sup>st</sup> 2021**

\$5,500 Intern Stipends

\$1,125 Feral Cat program

\$ 750 Volunteer meals

\$ 814 Building 9/1/21' – 12/31/21' projected (\$169.60 monthly) Plus one Welcome and one Spring rent US postal service mailer (\$135)

Motion to pay one time and anticipated expenses?

**Motion Passed.**

Advisory Board voted two for and one abstain (Tom Buttafarro abstained)

Directors unanimously approved

**OTHER ITEMS.**

**Item #1: Research Board of Director and Advisory Board Powers**

Details: Consider alternative Board structures which could limit the influence of the board of directors or any of our Stakeholders. BonaGany must strive to resolve issues between its stakeholders in a fair and transparent manner in addition to limiting each stakeholder's influence over other stakeholder goals. Transferring more influence to the five member Advisory Board (comprised of the Stakeholders) should help unite us, on our common mission.

**Item #2: SGA to add a position or redefine a current position to include a BonaGany Representative**

Details: SGA is having their constitutional review fall of 2021. This process only takes place every 3- 4 years. We will ask the SGA to include language adopting a new position for a BonaGany Advisory Board Member or add language to a current position (ex. Secretary of the exterior) outlining Advisory Board responsibilities.

**ADJOURNMENT.**

The meeting ended at 6:15 PM.

Minutes submitted by:  Print Name: Drake Dettore

Approved by:  Print Name: Thomas Dettore

# Meeting Minutes for BonaGany Annual Meeting

## MEETING DETAILS.

Location: 51 West Main Street, Allegany NY 14706

Meeting Facilitator: **Thomas Dettore**

Secretary: **Drake Dettore**

Date: **May 17 2021** Time: **04:00 PM**

## ATTENDEES.

Thomas Dettore, Tim Peterson, Drake Dettore

## PREVIOUS MEETINGS MINUTES.

The minutes for the previous meeting were reviewed and approved.

## APPROVAL OF AGENDA.

The agenda for this meeting was distributed and approved.

## REPORTS.

**Report #1:** Business Plan

Details: Updated Business Plan dated May, 10th

**Report #2:** 2020 Tax Returns

Details: Federal, NY State and Charitable Tax Returns

**Report #3:** Financial Statements

Details: 2020 and 2021 Bank Statements

**Report #4:** Property Management Agreement

Details: Current property management agreement which utilizes a tiered management fee schedule

**Report #5:** Rental Lease Agreement

Details: Current BonaGany Student/Tenant Lease agreement

**Report #6:** Confidentiality Agreement

Details: Confidentiality agreement which must be signed by all Student Interns and Landlords who wish to have access to Tenant information on The Buildium Property Mgt. software.

**Report #7: Independent Contractor Agreement**

Details: Agreement should be utilized with all independent contractors to clarify job description, duties and responsibilities.

**UNFINISHED BUSINESS.**

**Item #1: Purchase of 124 West Main Street Property by BSH**

Details: BSH intended to donate the storefront space to BonaGany, which in turn could donate supportive services to SBU's innovation entrepreneurial program. We may provide financial support to student run small business ventures, which move our mission statement forward. All funding must be approved by our advisory committee.

**UPDATE**

The November 2020 signed purchase offer and (\$5,000) deposit may not be binding to the seller, since the signer has not been appointed as Executor. The expectation is earliest closing in mid August 2021. Another issue: The 124 West Main Property has residential housing variance for residential for the rear of the property. This variance lapses if the rear apartment is unoccupied for 12 months. That date is October 1st 2021.

**NEW BUSINESS.**

**Item #1: Creation of BonaGany's initial Advisory Board**

Details: Election of Advisory Board Members "All Unanimously elected 3-0"

Thomas Buttafarro "Director of Gov't & Community Relations

Frank Snyder "Allegheny Superintendent of Public works" Stephen Pockalny "Landlord"

Noah Minton "Student Intern"

Cody Shimp "SGA Vice President"

**OTHER ITEMS.**

**Item #1: Research Board of Director and Advisory Board Powers**

Details: Consider alternative Board structures which could limit the influence of the board of directors. BonaGany must strive to resolve issues between its stake holders in a fair and transparent manner. Transferring more influence to the five member Advisory Board (comprised of the Stakeholders) should help unite us, on our common mission.

**Item #2: SGA to add a position or redefine a current position to include a BonaGany Representative**

Details: SGA is having their constitutional review fall of 2021. This process only takes place every 4 years. We will ask the SGA to include language adopting a new position for a BonaGany Advisory Board Member or add language to a current position (ex. Secretary of the exterior) outlining Advisory Board responsibilities.

**ADJOURNMENT.**

The meeting ended at 05:30 PM.

Minutes submitted by:  Print Name: Drake Dettore

Approved by:  Print Name: Thomas Dettore

**BonaGany, Inc**  
**Minutes of the Annual Meeting of the Directors**  
**October 23, 2020**  
**7:00 PM**

**Location of Meeting:**

Rafi's  
Wayne Street  
Olean, New York 14760

**Present at Meeting:** Thomas Dettore, Timothy Peterson, Drake Dettore

The regular meeting of the Directors of BonaGany, Inc was called to order at 7:00 PM on October 23, 2020 at Rafi's by Thomas Dettore.

**I. Approval of Agenda**

The agenda for the meeting was distributed and unanimously approved.

**II. Review of Previous Minutes**

The minutes of the previous meeting were reviewed and unanimously approved.

**III. Consideration of Open Issues**

1. Corporate Bylaws  
Thomas Dettore  
Introduce Bylaws
2. Financial Statements  
Thomas Dettore  
Review current Financial Statement from M&T Bank.
3. Business Plan  
Thomas Dettore  
BonaGany, Inc plans to increase Landlord participation in its Property Management services by rewarding "Large" Landlords with Volume Pricing. Property Management fees will range from a high of 12% to a low of 5% depending on the number of bedrooms a landlord has available for rent. Large Landlords have the most to lose with any adverse SBU off campus housing policies but will pay a smaller percent fee for Property management services compared to "Smaller" Landlords.
4. BonaGany, Inc. Physical Location  
Thomas Dettore  
Potential Purchase of a West Main Street, Allegany, NY office by Bona Student Housing. Bona Student Housing may purchase a property and donate office space to BonaGany, Inc.

#### **IV. Consideration of New Business**

1. Community Service

Thomas Dettore

Community Service Project on October 24th 2020. Complete Landscaping project at the old "West End Diner" location, then collect trash on Main Street and possibly clean Main Street shop windows.

#### **V. Agenda and Time of Next Meeting**

The next meeting will be held at 7:00 PM on May 17, 2021 at:

Rafi's

Wayne Street

Olean, New York 14760

The agenda for the next meeting is as follows:

Have Landlord Property Management acquisition proposal completed.

The meeting was adjourned at 8:30 PM by Thomas Dettore.

Minutes submitted by: Thomas Dettore

Minutes approved by: Drake Dettore





9. Upon motion duly made, seconded and unanimously carried, it was resolved that the officers of this corporation were authorized and directed to open a bank account at M&T Bank \_\_\_\_\_ bank, at the Shavertown, PA \_\_\_\_\_ branch, and to deposit all funds of the corporation into this account, including the proceeds from issuing shares to shareholders.

10. The following persons or entities were issued common shares. The numbers of share(s), name(s) of shareholder, and property or money given to the corporation in exchange for share(s) of the corporation are set forth

Shareholder Name:	Money or Property	Shares
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

11. Upon motion duly made, seconded and unanimously carried, it was resolved that the joint and individual acts of the incorporator(s) listed on the articles of incorporation or certificate of incorporation, were taken on behalf of the corporation, are approved, ratified, and adopted as acts of the corporation.

12. The following other business was transacted:

- The following payments are to be made once an initial deposit of \$4,500 is made to BonaGany, Inc by Bona Student Housing.
- \$500. Donation to the Allegany Garden Club
- \$200. Payment to The Burton restaurant for Community Service Volunteers lunch
- \$443. Payments made to our four Student Interns
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
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There was no further business, and upon motion made, seconded, and unanimously carried, it was

RESOLVED, that all the items and documents have been examined by all directors, and are approved and adopted, and that all actions taken thus far have been ratified and approved by the directors of the Corporation.

There being no further business, upon motion made and carried, the meeting was adjourned.

Dated: 9/22/2020

Secretary Drake Dettore  
Signature

Drake Dettore  
Printed Name

Witness: Tim Peterson  
Signature

Timothy Peterson  
Printed Name

Thomas Dettore  
Signature

Thomas Dettore  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

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Signature

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Printed Name