



**GGLDC Board Meeting
Thursday, June 3, 2021
Location: Electronically
4:00 PM**

GGLDC MINUTES

Attendance

Board Members: S. Noble-Moag, C. Yunker, T. Bender, P. Battaglia, M. Wiater, G. Torrey, P. Zelif, T. Felton
Staff: L. Casey, C. Suozzi, S. Hyde, L. Farrell, M. Masse, P. Kennett, J. Krencik
Guests: M. Clattenburg (GCEDC Board Member), M. Gray (GCEDC Board Member)
Absent: D. Cunningham

1.0 Call to Order

T. Felton called the meeting to order at 5:18 p.m. via conference call / video conference.

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 202.1 issued on March 12, 2020 suspending the Open Meetings Law, this Meeting is being held electronically via conference call / video conference instead of a public meeting open for the public to attend in person.

T. Felton read the Proclamation for M. Wiater's retirement from the Board of Directors of the Genesee Gateway Local Development Corporation. The EDC and LDC Board of Directors applauded M. Wiater for her years of dedicated service as a leader of economic development in Genesee County.

2.0 Chairman's Report and Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, July 1st at 4:00 p.m.

Audit & Finance Committee Meeting: Tuesday, June 29th at 8:30 a.m.

2.2 Agenda Additions/ Deletions/ Other Business –

M. Wiater made a motion to remove Agenda item 4.3 - Roofing Contract Bill; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

The item was approved as presented.

2.3 Minutes: May 6, 2021

T. Bender made a motion to approve the May 6, 2021 minutes; the motion was seconded by C. Yunker. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

The item was approved as presented.

3.0 Report of Management

3.1 Nothing at this time.

4.0 Audit & Finance Committee – D. Cunningham

4.1 April 2021 Financial Statements - L. Farrell reviewed the April 2021 financial statements with the Board. The following was noted:

- The April balance sheet numbers are consistent with last month's numbers.
- Accounts payable decreased. The MedTech Centre Property Management Fee and Economic Development Support Grant was paid to the EDC for the 1st quarter.
- Regular monthly activity and on budget as expected.

P. Battaglia made a motion to approve the April 2021 Financial Statements as presented; the motion was seconded by P. Zelif. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

The item was approved as presented.

4.2 Cyber Insurance – Lawley Insurance provided us with a proposal for a Cyber Liability policy for approximately \$3,000 in February 2021. The benefits of having this insurance in place, specific to the Agency's potential exposure, were discussed in detail at that time. Since the first quote was received, staff has been working with Brian Krygier to implement multi-factor authentication to reduce the cost of coverage as discussed with the policy provider at that time. The cyber liability market has changed significantly due to current events of hacking that have been publicized. The cost of coverage has tripled since February. The annual premium for the proposed \$1,000,000 policy maximum is \$9,126.95.

L. Farrell noted that the cost of this policy, like D&O Insurance, would be split between the GCEDC and the GGLDC. This expense is not included in the budget, but there are strategic investment funds to cover. Additional controls that the staff will implement, including multi-factor authentication, will not reduce the cost of coverage.

T. Bender made a motion to approve the \$1,000,000 Cyber Liability Insurance Policy with Lawley as presented; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zeliff -	Yes		

The item was approved as presented.

4.3 Roofing Contract Bill – This agenda item was removed.

5.0 Governance & Nominating Committee – S. Noble-Moag

5.1 Officer Appointments – The current slate of officers is set to expire on June 30th. It is suggested to appoint the following slate of officers:

Chair / President / CEO -	D. Cunningham
Vice-Chair -	T. Felton
Treasurer -	G. Torrey
Secretary -	S. Noble-Moag

This was recommended for approval by the Committee.

P. Battaglia made a motion to approve the full Board the Slate of Officers as presented; the motion was seconded by G. Torrey. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zeliff -	Yes		

The item was approved as presented.

5.2 Procurement Policies and Procedures -. S. Noble-Moag stated that this policy is required to be reviewed annually. There are no changes being recommended.

This was recommended for approval by the Committee.

S. Noble-Moag made a motion to approve the Procurement Policies and Procedures as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zeliff -	Yes		

The item was approved as presented.

5.3 Investment Policy – S. Noble-Moag stated that this policy is required to be reviewed annually. There are no changes being recommended.

This was recommended for approval by the Committee.

S. Noble-Moag made a motion to approve the Investment Policy as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

The item was approved as presented.

5.4 Disposition of Property Guidelines – S. Noble-Moag stated that this policy is required to be reviewed annually. There are no changes being recommended.

This was recommended for approval by the Committee.

S. Noble-Moag made a motion to approve the Disposition of Property Guidelines as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

The item was approved as presented.

5.5 STAMP Water Works Corp Board Appointments – At the March 25, 2021 Board meeting, the following appointments were made to the Water and Sewer Works boards.

1. Pete Zelif – GCEDC Member
2. Paul Battaglia – GCEDC Member
3. Craig Yunker – GCEDC Member
4. TBD – GCEDC Member
5. Tim Hens – Professional Representative
6. Steve Mountain – Professional Representative
7. TBD - Town of Alabama Representative

The GGLDC previously agreed on a 7-member board with 4 of the 7 being GCEDC board members. The bylaws for both corporations allow the boards to be made up of between 3-9 members. With the current slate of board members, the corporations can meet, vote and operate without an additional appointment. However, that would result in 3 GCEDC members and 3 independent members on the boards.

Update: The Town of Alabama has appointed Rob Crossen to be the representative through 12/31/21. GGLDC Board approval is necessary. Additionally, a GCEDC member must be appointed to the STAMP Water and Sewer Works Corp Boards.

Rob Crossen and Marianne Clattenburg were recommended by the Committee for appointment to the STAMP Water and Sewer Works Corp Boards.

G. Torrey made a motion to appoint Rob Crossen and Marianne Clattenburg to the STAMP Water Works Corp Board; the motion was seconded by P. Zeliff. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zeliff -	Yes		

The item was approved as presented.

5.6 STAMP Sewer Works Corp Board Appointments – At the March 25, 2021 Board meeting, the following appointments were made to the Water and Sewer Works boards.

1. Pete Zeliff – GCEDC Member
2. Paul Battaglia – GCEDC Member
3. Craig Yunker – GCEDC Member
4. TBD – GCEDC Member
5. Tim Hens – Professional Representative
6. Steve Mountain – Professional Representative
7. TBD - Town of Alabama Representative

The GGLDC previously agreed on a 7-member board with 4 of the 7 being GCEDC board members. The bylaws for both corporations allow the boards to be made up of between 3-9 members. With the current slate of board members, the corporations can meet, vote and operate without an additional appointment. However, that would result in 3 GCEDC members and 3 independent members on the boards.

Update: The Town of Alabama has appointed Rob Crossen to be the representative through 12/31/21. GGLDC Board approval is necessary. Additionally, a GCEDC member must be appointed to the STAMP Water and Sewer Works Corp Boards.

Rob Crossen and Marianne Clattenburg were recommended by the Committee for appointment to the STAMP Water and Sewer Works Corp Boards.

G. Torrey made a motion to appoint Rob Crossen and Marianne Clattenburg to the STAMP Sewer Works Corp Board; the motion was seconded by P. Zeliff. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Absent	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zeliff -	Yes		

The item was approved as presented.

6.0 Other Business

6.1 Nothing at this time.

7.0 Adjournment

As there was no further business, M. Wiater made a motion to adjourn at 5:28 p.m., which was seconded by T. Bender and passed unanimously.