



Meeting Agenda – Governance & Nominating Committee
 Genesee Gateway Local Development Corp.
 Thursday, May 7, 2020, 3 p.m.
 Location: Electronically

Page #	Topic	Discussion Leader	Desired Outcome
	1. Call to Order – Enter Public Session 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 instead of a public meeting open for the public to attend in person.	S. Noble-Moag	
2-3	2. Chairman's Report & Activities 2a. Agenda Additions / Other Business 2b. Minutes: March 5, 2020	S. Noble-Moag	Vote
4	3. Discussions / Official Recommendations to the Board: 3a. Officer Appointments	L. Farrell	Disc / Vote
5	3b. Authorized to Request Information Regarding Bank Accounts	L. Farrell	Disc / Vote
5	3c. Authorized Signers of Agreements, Contracts, etc.	L. Farrell	Disc / Vote
	4. Adjournment	S. Noble-Moag	Vote



**GGLDC Governance & Nominating Committee Meeting
Thursday, March 5, 2020
Innovation Zone Conference Room
3:00 p.m.**

MINUTES

ATTENDANCE

Committee Members: S. Noble-Moag, C. Yunker, D. Cunningham
Staff: S. Hyde, L. Farrell, M. Masse, P. Kennett, L. Casey
Guests: P. Battaglia (GCEDC Board Member), P. Zeff (GCEDC Board Member), A. Young, (GCEDC Board Member)
Absent: G. Torrey

1. CALL TO ORDER / ENTER PUBLIC SESSION

S. Noble-Moag called the meeting to order at 3:24 p.m. in the Innovation Zone Conference Room.

2. CHAIRMAN'S REPORT & ACTIVITIES

2a. Agenda Additions / Other Business

2b. Minutes: June 6, 2019

C. Yunker made a motion to approve the June 6, 2019 meeting minutes as presented; the motion was seconded by D. Cunningham. Roll call resulted as follows:

D. Cunningham - Yes
G. Torrey - Absent
C. Yunker - Yes
S. Noble-Moag - Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD

3a. Board Self Evaluation Process - L. Farrell provided a copy of the confidential evaluation of board performance questionnaire to the Committee via email. There were no changes to the questionnaire from the previous year. Responses should be submitted to the Board Chair. The Board Chair will then compose a summary report, which will be submitted to PARIS by March 31, 2020.

3b. Authority Self Evaluation of Prior Year Performance - Public Authorities are required to perform a self-evaluation of prior year's goals/measurements annually. This report shows the results against the goals and measurements that were set for 2019. This report will be submitted into PARIS.

2b.

C. Yunker made a motion recommend to the full Board approval of the Authority Self-Evaluation of Prior Year Performance as presented; the motion was seconded by D. Cunningham. Roll call resulted as follows:

D. Cunningham - Yes
G. Torrey - Absent
C. Yunker - Yes
S. Noble-Moag - Yes

The item was approved as presented.

3c. Mission Statement and Measurement Report – The Authority's Board must annually review the authority's mission statement and performance goals to ensure that its mission has not changed and that the authority's performance goals continue to support its mission. M. Masse stated that a component supporting workforce development has been added for consideration. This report will be posted to the website and submitted into PARIS.

D. Cunningham made a motion recommend to the full Board approval of the Mission Statement and Measurement Report as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

D. Cunningham - Yes
G. Torrey - Absent
C. Yunker - Yes
S. Noble-Moag - Yes

The item was approved as presented.

4. ADJOURNMENT

As there was no further business, C. Yunker made a motion to adjourn at 3:32 p.m., seconded by D. Cunningham, and passed unanimously.

2b.

3

GCEDC

GGLDC

Name	GCEDC									GGLDC						
	GCEDC Board Member	GCEDC STAMP Committee	GCEDC Employment & Comp Committee	GCEDC Governance & Nominating Committee	GCEDC Audit & Finance Committee (Bank Signers)	GCEDC Officers	GCEDC Start Date	Term End Date	GCEDC Board Training	GGLDC Board Members	GGLDC Governance & Nominating Committee	GGLDC Audit & Finance Committee (Bank Signers)	GGLDC Officers	GGLDC Start Date	Term End Date	GGLDC Board Training
Amy Vanderhoof	1	1	1				7/11/2018	6/30/2024	3/13/2019							
Paul J. Battaglia	1	1	1	1	1	Chairman	6/30/2013	6/30/2025	12/23/2014	1		1		3/6/2014	6/30/2025	12/23/2014
Todd Bender	1		Chair		1		8/9/2017	6/30/2023	9/22/2017	1		1		8/9/2017	6/30/2023	9/22/2017
Craig Yunker	1	1		Chair			7/1/2014	6/30/2020	11/7/2014	1	1			6/4/2015	6/30/2020	11/7/2014
Peter Zelif	1	Chair		1		Vice Chair	2/28/2014	6/30/2022	2/6/2013	1				2/7/2019	6/30/2022	2/6/2013
Matthew Gray	1		1		Chair		7/1/2015	6/30/2021	3/23/2016							
Andrew Young	1			1	1		1/1/2018	12/31/2021	2/20/2019							
Thomas Felton										1		1	Vice Chairman	8/4/2011	6/30/2025	6/22/2012
Mary Ann Wiater										1				8/2/2013	6/30/2021	3/27/2013
Sarah Noble-Moag										1	Chair		Secretary	8/12/2014	6/30/2020	11/7/2014
Gregg Torrey										1	1		Treasurer	1/19/2017	6/30/2021	1/19/2017
Don Cunningham										1	1	Chair	President & CEO / Chairman	9/1/2017	6/30/2023	4/11/2018
	7	4	4	4	4					9	4	4				
NEED	7	4	4	4	4					9	4	4				
4 People are required for a quorum in the GCEDC										5 people are required for a quorum in the GGLDC						
GCEDC Board Members are appointed by the County Legislature.										6 people are required if it involves capital improvements, sale, purchase, mortgage, or lease of property (Majority plus 1)						
The Audit & Finance Committee members, the President & CEO and the VP of Operations are authorized bank signers. All checks (line of credit withdrawals) require two signatures and must be co-signed by at least one board member.										The Audit & Finance Committee members are authorized bank signers. Two Bank account signers are required to sign every check and line of credit withdrawals.						
** Andrew Young is verbally assigned to the GCEDC Board by the Legislative Chair.										1/16/14 - GGLDC Board Member Term Limits (as recommended by the Governance Committee) - - Nine GGLDC board members are appointed via majority vote by the GCEDC board of directors. - Four of the nine board positions will be independent of the GCEDC board; 6 year terms. - Five of the nine board positions will be held by GCEDC board members; coterminous with GCEDC appointments. - These five board positions should be filled with the four most senior members of the GCEDC board and the Legislative Liaison OR the four most senior members of the GCEDC board and any member that is chosen based on current circumstances at the time of vacancy.						
Secretary: Penny Kennett Treasurer: Lezlie Farrell										GGLDC Board Members are appointed by the GCEDC						
Committees are made up of the Board Chair plus three board members.										Committees are made up of the Board Chair plus three board members.						

Genesee Gateway Local Development Corp.

Current Officers

Don Cunningham, Chairman / President & CEO
T. Felton, Vice Chairman
S. Noble-Moag, Secretary
G. Torrey, Treasurer

Authorized to request information regarding all bank accounts for the GGLDC and GABLLC

L. Farrell
P. Kennett

The following are authorized signers of agreements, contracts, deeds and any other instruments as approved by the board or operational items within the approved budget limits.

Chairman (per by-laws)
Vice Chairman (per by-laws)

GGLDC is the sole member of the GAB, LLC. The above approvals apply to the GAB, LLC as well.

3b, 3c