



**GGLDC Governance & Nominating Committee Meeting**

**Thursday, June 6, 2024**

**Location – 99 MedTech Drive, Innovation Zone**

**3:00 p.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: S. Noble-Moag, C. Yunker, G. Torrey

Staff: L. Farrell, M. Masse, P. Kennett, L. Casey, C. Suozzi, E. Finch

Guests: M. Clattenburg (GCEDC Board Member), P. Zelif (GCEDC/GGLDC Board Member),  
K. Manne (GCEDC/GGLDC Board Member)

Absent: D. Cunningham

**1. CALL TO ORDER / ENTER PUBLIC SESSION**

S. Noble-Moag called the meeting to order at 3:20 p.m. in the Innovation Zone.

**2. CHAIRMAN'S REPORT & ACTIVITIES**

**2a. Agenda Additions / Other Business – Nothing at this time.**

**2b. Minutes: May 2, 2024**

**G. Torrey made a motion to approve the May 2, 2024, meeting minutes as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:**

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

**The item was approved as presented.**

**3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD**

**3a. Code of Ethics –** The same discussion that took place during the GCEDC Governance and Nominating Committee also applies to the GGLDC. The details of that discussion have been added for ease of reference.

L. Farrell stated that the Committee reviews this policy annually. No changes are being recommended; therefore no vote is required. L. Farrell reminded the Committee that on page 2 of the Code of Ethics (page 5 of the meeting materials) there are Procedures for Disclosure. If a director has a conflict, he/she must verbally disclose the conflict at the meeting and state the reason for abstaining. The reason must be included in the meeting minutes and made part of the public record.

*The Committee voted on agenda items 3b through 3d collectively. The approval for these items follows agenda item 3d.*

**3b. Procurement Policies & Procedures** – This policy is required to be reviewed annually. There are no changes being recommended.

**3c. Investment Policy** - This policy is required to be reviewed annually. There are no changes being recommended.

This past year there has been some investment in CDs, which is the biggest investment opportunity currently.

L. Farrell is the treasurer for the EDC and G. Torrey is the treasurer for the LDC.

**3d. Disposition of Property Guidelines** – This policy is required to be reviewed annually. There are no changes being recommended.

M. Masse is the Contracting Officer for the GCEDC. The GGLDC Board Chair is the Contracting Officer for the GGLDC.

**C. Yunker made a motion to recommend to the full Board the approval of agenda items 3b-3d; the motion was seconded by G. Torrey. Roll call resulted as follows:**

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

**These items were approved as presented.**

**3e. Governance & Nominating Committee Charter** – This charter is required to be reviewed annually. No changes are being recommended; therefore, no vote is required.

The committee noted that its' responsibilities are being carried out and did not recommend any changes either.

**3f. Committee Self-Evaluation** – The Committee evaluated its' responsibilities and its' ability to carry out those responsibilities during the executive session. The Committee feels as if it is carrying out its' duties and is in line with the Committee Charter.

#### **4. ADJOURNMENT**

As there was no further business, C. Yunker made a motion to adjourn at 3:24 p.m., seconded by G. Torrey, and passed unanimously.