



## **GGLDC Audit & Finance Committee Meeting**

**Tuesday, June 29, 2021**

**Location - Innovation Zone**

**8:30 a.m.**

### **MINUTES**

#### **ATTENDANCE**

Committee Members: P. Battaglia, D. Cunningham, T. Felton, T. Bender

Staff: L. Farrell, M. Masse, L. Casey, P. Kennett, J. Krencik, S. Hyde, C. Suozzi

Guests: P. Zelif (GCEDC Board Member),

Absent:

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

D. Cunningham called the meeting to order at 9:23 a.m. in the Innovation Zone.

##### **Enter Executive Session**

T. Bender made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:23 a.m. for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

The motion was seconded by P. Battaglia and approved by all members present.

P. Battaglia and C. Suozzi left the meeting at 9:33 a.m.

##### **Enter Public Session**

T. Bender made a motion to enter back into public session at 9:36 a.m., seconded by T. Felton and approved by all members present.

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

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

**2b. Minutes: May 4, 2021**

**T. Felton made a motion to recommend approval of the May 4, 2021 minutes; the motion was seconded by T. Bender. Roll call resulted as follows:**

T. Felton - Yes

P. Battaglia - Absent

T. Bender - Yes

D. Cunningham - Yes

**The item was approved as presented.**

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

**3a. Cyber Insurance Updated Proposal-** There was a presentation given by Lawley on Cyber Insurance at the beginning of the GCEDC Audit & Finance meeting. Details of the presentation are as follows: At the June 3, 2021 Board meeting, the GCEDC and GGLDC approved a \$1,000,000 Cyber Liability Insurance Policy with Corvus/Hudson for approximately \$9,000 to be split between both entities. However, when Lawley requested binding of coverage with Corvus/Hudson, they came back with a revised premium of more than \$12,000, which was based on their review of the items needed to bind, including their application. Although nothing had changed from what was already provided, Corvus/Hudson held firm on the revised premium.

Lawley was able to work with HSB Specialty Insurance Company to secure an alternative Cyber option. They are offering this coverage for approximately \$8,000. Their terms are similar to the proposal with Corvus/Hudson. Lawley reviewed all subjectivities with them and feel that this policy is a very solid alternative for the GCEDC to consider.

The cost of this cyber liability insurance policy is \$7,937.75, which will be split evenly between the GCEDC and GGLDC. This expense is not included in the budget, but there are strategic investment funds to cover.

**P. Battaglia made a motion to recommend to the full Board the approval of a Cyber Liability Insurance Policy with HSB Specialty Insurance Company for approximately \$4,000; the motion was seconded by T. Bender. Roll call resulted as follows:**

T. Felton - Yes

P. Battaglia - Absent

T. Bender - Yes

D. Cunningham - Yes

**The item was approved as presented.**

**3b. May 2021 Financial Statements-** L. Farrell reviewed with the Committee the significant items of the May 2021 long form financial statements.

- On the balance sheet, Reserved Cash Loan Repayments decreased. The Fraser-Branche loan of \$150,000 closed.
- Reserved Cash Strategic Investments Funds increased by over \$300,000 due to the Mega Properties land sale at Gateway II. The land sale also flows through to the income statement.
- Other than the above-mentioned items, most items are consistent on the balance sheet.
- In the Operating Fund, there is interfund revenue of \$658,000. This money came from strategic investments from the GAB, LLC. It was a distribution to the owner (GGLDC) and then distributed as a grant to BOCES to purchase the mechatronics equipment.
- Regular monthly activity for all funds.
- L. Farrell and M. Masse continue to work with legal to dissolve the GAB, LLC.

**T. Felton made a motion to recommend to the full Board the approval of the May 2021 Financial Statements as presented; the motion was seconded by T. Bender. Roll call resulted as follows:**

T. Felton - Yes  
P. Battaglia - Absent  
T. Bender - Yes  
D. Cunningham - Yes

**The item was approved as presented.**

**3c. Audit & Finance Committee Charter** – The Committee discussed the Charter in executive session during a Committee self-evaluation discussion. There are no recommended changes at this time.

As there were no changes, a vote of approval was not necessary.

**3d. Committee Self Evaluation** – A new memo will be drafted for the Governance Committee as the Committee Self-Evaluation comes out of the Committee Charter Review.

**3e. Assessment of the Effectiveness of Internal Controls** – This agenda item was tabled.

**3f. PSA for UGate Store, Inc. – BETP** - The GGLDC has received a Purchase and Sale Agreement from UGate Store, Inc. to acquire approximately 2.6 buildable acres out of tax parcel 19.-1-74 for \$130,000.

Fund Commitment: Legal fees to Harris Beach not to exceed \$5,000.00 for the transaction.

The Committee requested that more parameters related to the aesthetics of the proposed project are included in the PSA. Details of the project are outlined in the 6.29.21 GCEDC Audit & Finance minutes.

This item was tabled.

**3g. Roofing Contract Bill** - The GGLDC previously voted to pay the amount of the roofing contract, except for \$2,479.79. We have received the invoice for the balance of that contract in the amount of \$2,479.79.

Fund Commitment: Potentially \$2,479.79.

The Committee does not feel obligated to absorb any further expenses associated with the damage and contractor negligence.

**T. Bender made a motion to recommend to the full Board that D. Cunningham decline in writing payment of this invoice in the amount of \$2,479.79; the motion was seconded by T. Felton. Roll call resulted as follows:**

T. Felton - Yes  
P. Battaglia - Absent  
T. Bender - Yes  
D. Cunningham - Yes

**The item was approved as presented.**

#### **4. ADJOURNMENT**

T. Bender made a motion to adjourn at 9:44 a.m., seconded by T. Felton and passed unanimously.