



Thursday, May 3, 2018
Governance & Nominating Committee Meeting – GCEDC
Innovation Zone Conference Room – Suite 107
3:00 p.m.

MINUTES

ATTENDANCE

Committee Members: P. Battaglia, J. Rizzo, P. Zelif, C. Yunker
 GCEDC/GGLDC Board Members:
 Staff: L. Farrell, M. Masse, E. Richardson, P. Kennett, R. Tabelski
 Guests: R. Gaenzle
 Absent:

1. CALL TO ORDER / ENTER PUBLIC SESSION

J. Rizzo called the meeting to order at 3:01 p.m. in the Innovation Zone Conference Room.

2. CHAIRMAN'S REPORT & ACTIVITIES

2a. Agenda Additions / Other Business –

2b. Minutes: January 11, 2018

P. Battaglia made a motion to approve the January 11, 2018 meeting minutes as presented; the motion was seconded by P. Zelif. Roll call resulted as follows:

P. Zelif -	Yes
J. Rizzo -	Yes
C. Yunker -	Yes
P. Battaglia -	Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD

3a. GGLDC Board Member Appointment – L. Farrell reminded the Committee that the GCEDC is responsible for appointing members to the GGLDC Board. J. Rizzo's term expires on June 30, 2018 for the GGLDC.

J. Rizzo suggested postponing this item for now and either appointing his successor, or appointing P. Zelif if/when his business conflict with the GGLDC gets resolved.

3b. Officer Appointments- The current slate of officers is set to expire on June 30th. It is suggested to reappoint the current slate of officers, with the notion that vacancies may occur and will be dealt with as they arise. The current slate of officers are as follows:

Chair -	P. Battaglia
Vice-Chair -	P. Zelif
President/CEO -	S. Hyde
Treasurer -	L. Farrell
Secretary -	P. Kennett

The appointed officers shall hold office for one year or until their successors are appointed.

C. Yunker made a motion to recommend approval of the officers as presented, the motion was seconded by J. Rizzo. Roll call resulted as follows:

- P. Zeliff - Yes
- J. Rizzo - Yes
- C. Yunker - Yes
- P. Battaglia - Yes

The item was approved as presented.

3c. Authorization for Individuals to Obtain Bank Acct. Information – L. Farrell shared that she and P. Kennett are not authorized bank account signers but need authorization to request information regarding the bank accounts.

P. Battaglia made a motion to recommend approval of the authorized individuals to obtain bank account information as presented, the motion was seconded by C. Yunker. Roll call resulted as follows:

- P. Zeliff - Yes
- J. Rizzo - Yes
- C. Yunker - Yes
- P. Battaglia - Yes

The item was approved as presented.

3d. Authorized Signers of Contracts, Agreements, Etc. – L. Farrell shared that currently the authorized signers of agreements, contracts, etc. are the Chair (per Bylaws), Vice Chair (per Bylaws), President & CEO (Per Bylaws), Sr. VP of Operations and VP of Business Development. No changes are being suggested at this time.

P. Zeliff made a motion to recommend approval of the Authorized Signers of Contracts, Agreements, etc. as presented, the motion was seconded by P. Battaglia. Roll call resulted as follows:

- P. Zeliff - Yes
- J. Rizzo - Yes
- C. Yunker - Yes
- P. Battaglia - Yes

The item was approved as presented.

3e. Annual Project Performance Review – The staff performed an annual review of projects with the Committee in executive session. Appropriate direction was given to the staff based on that review.

3f. Uniform Tax-Exempt Policy (UTEP) Review – The Committee reviewed the Uniform Tax-Exempt Policy and was assured by counsel that there were no changes in requirements since the Committee had last reviewed the policy.

No changes are being recommended.

3g. Statement of Compliance – Project Criteria Checklist Review – The Committee reviewed the Statement of Compliance.

R. Gaenzle added that this is one of the most comprehensive reviews performed by the IDA boards that he works with.

No changes are being recommended.

3h. Application for Financial Assistance Review – The Committee reviewed the Application for Financial Assistance.

No changes are being recommended.

3i. Local Labor Reporting Results – L. Farrell provided the Committee with a 2017 local labor utilization summary report. Based on the reporting reviewed by the GCEDC, HP Hood (the only project in 2017 required to report local labor utilization), has met the requirement of 90% local labor.

ENTER EXECUTIVE SESSION

P. Battaglia made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 3:15 p.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. Zeliff and approved by all members present.

The staff was excused at 3:43 p.m.

RE-ENTER PUBLIC SESSION

C. Yunker made a motion to enter back into public session at 4:10 p.m., seconded by P. Zeliff and approved by all.

4. ADJOURNMENT

As there was no further business, P. Zeliff made a motion to adjourn at 4:10 p.m., seconded by P. Battaglia, and passed unanimously.