



Tuesday, January 9, 2018
STAMP Committee Meeting - GCEDC
Andrews Conference Room
10:30 am

MINUTES

ATTENDANCE

Committee Members: P. Battaglia, P. Zelif, C. Yunker, J. Rizzo
GCEDC / GGLDC Board Members:
Staff: M. Masse, E. Richardson, S. Hyde, R. Tabelski
Guests: E. Wells (e3communications), J. Gsell (Genesee County)
Absent:

1. Call to Order / Enter Public Session

P. Zelif called the meeting to order at 10:34 a.m. in the Andrews Conference Room.

2. Executive Session

P. Battaglia made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 10:34 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 J. Rizzo and approved by all members present.

Re-Enter Public Session

C. Yunker made a motion to enter back into public session at 11:02 a.m., seconded by J. Rizzo and approved by all.

3. Chairman's Report & Activities

3a. Agenda Additions / Other Business – Nothing at this time.

3b. Minutes: December 5, 2017

C. Yunker made a motion to approve the minutes from December 5, 2017; the motion was seconded by J. Rizzo. Roll call resulted as follows:

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

The item was approved as presented.

4. Discussions / Official Recommendations to the Board:

4a. \$33M STAMP Grant Draw Review YTD – M. Masse informed the Committee that the Agency has received draws #1-13 in full. L. Farrell and M. Masse have been working with the State to set up an imprest account to save on interest expense related to the line of credit. An amended Grant Disbursement Agreement has been executed to allow for this, so we are now just waiting for the initial deposit into the imprest account. Once the initial deposit is made, staff will be submitting Grant Utilization Request Form (GURF) #1.

4b. Construction Update – M. Masse shared that road construction and water construction is currently on hold because of the weather. Residents will still be hooked up to the water service, weather permitting. The Town of Alabama has accepted dedication of the water lines that was approved at the last GCEDC Board meeting. The Town of Alabama residents seem very pleased with the progress so far.

4c. e3communications – 2018 WNY STAMP Public Relations & Social Media Contract – e3communications, a professional media and public relations firm/consultant will create dedicated social media channels to promote and market WNY STAMP to various audiences, including those in economic development, workforce and higher education among others. e3communications will create social media channels, maintain them with ongoing posts and provide monthly analytic reports. The social media channels will be designed for us on Facebook, Twitter and Instagram accounts specifically related to WNY STAMP. e3communications will also continue to manage public relations activities and communications for the WNY STAMP site.

R. Tabela asked the Committee to recommend approval of the e3communications 2018 WNY STAMP Public Relations & Social Media Contract not to exceed \$24,000.

P. Battaglia made a motion to recommend approval of the e3communications – 2018 WNY STAMP Public Relations & Social Media Contract not to exceed \$24,000 as presented; the motion was seconded by J. Rizzo. Roll call resulted as follows:

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

The item was approved as presented.

5. Adjournment

As there was no further business, P. Battaglia made a motion to adjourn at 11:17 a.m., seconded by C. Yunker and passed unanimously.