



Thursday, June 2, 2016
Governance & Nominating Committee Meeting – GGLDC
Innovation Zone Conference Room
3:30 p.m.

MINUTES

ATTENDANCE

Committee Members: T. Felton, S. Noble-Moag, C. Yunker
Staff: S. Hyde, L. Farrell, M. Masse, P. Kennett, E. Richardson, C. Suozzi
Guests: W. Hinchey, P. Battaglia
Absent: H. Upson

1. CALL TO ORDER / ENTER PUBLIC SESSION

T. Felton called the meeting to order at 3:35 p.m. in the Innovation Zone Conference Room.

2. CHAIRMAN'S REPORT & ACTIVITIES

2a. Agenda additions / other business – No additions to the agenda were made.

2b. Minutes: March 24, 2016

C. Yunker made a motion to approve the March 24, 2016 minutes; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

T. Felton -	Yes
C. Yunker -	Yes
H. Upson -	Absent
S. Noble-Moag	Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD

3a. Officer Appointments – L. Farrell shared that the current slate of officers are as follows:

Thomas Felton, Chairman / President & CEO
Hollis Upson, Vice Chairman
Sarah Noble-Moag, Secretary
Wolcott Hinchey, Treasurer

T. Felton suggested keeping the slate of officers the same for the next term, which expires June 30, 2017.

C. Yunker made a motion to recommend 2016-2017 slate of officers as follows: Thomas Felton, Chairman / President & CEO, Hollis Upson, Vice Chairman, Sarah Noble-Moag, Secretary, Wolcott Hinchey, Treasurer

with all terms ending June 30, 2017 to the full Board; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

T. Felton - Yes
C. Yunker - Yes
H. Upson - Absent
S. Noble-Moag- Yes

The item was approved as presented.

3b. Authorized Bank Account Signers – L. Farrell shared that the current authorized bank signers are the Audit & Finance Committee Members (T. Felton, P. Battaglia, M. Gray and W. Hinchey).

C. Yunker made a motion to recommend the Audit & Finance Committee members to be Authorized Bank Account Signers to the full Board; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

T. Felton - Yes
C. Yunker - Yes
H. Upson - Absent
S. Noble-Moag-Yes

The item was approved as presented.

3c. Authorized to Request Information Regarding Bank Accounts – L. Farrell shared that she and P. Kennett are not authorized bank account signers but need authorization to request information regarding bank accounts and to transfer fund between accounts.

C. Yunker suggested changing the approval to state job titles and not specific people.

C. Yunker made a motion to recommend the CFO and Operations Manager be Authorized to Request Information Regarding Bank Accounts to the full Board; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

T. Felton - Yes
C. Yunker - Yes
H. Upson - Absent
S. Noble-Moag-Yes

The item was approved as presented.

3d. Authorized Signers of Agreements, Contracts, Etc. - L. Farrell shared that, per the Bylaws, the Chair and the Vice-Chair are authorized signers of agreements, contracts deeds and any other instruments as approved by the Board or operational items within the approved budget limits. No approval is required. This is reviewed annually.

4. ADJOURNMENT

As there was no further business, S. Noble-Moag made a motion to adjourn at 3:42 p.m., seconded by C. Yunker and passed unanimously.