



**Thursday, March 2, 2017
Upstate MedTech Centre – Suite 107
5:35 PM**

GGLDC MINUTES

Attendance

Board Members: T. Felton, M. Gray, J. Rizzo, C. Yunker, M. Wiater, H. Upson, G. Torrey, P. Battaglia, S. Noble-Moag

Staff: S. Hyde, M. Masse, L. Farrell, E. Richardson, C. Suozzi, R. Tabela, P. Kennett

Guests: M. Davis (GCEDC Board Member), J. Krencik (The Daily News)

Absent:

1.0 Call to Order

1.1 Enter Public Session

T. Felton called the meeting to order at 5:47 p.m. in the Upstate MedTech Centre Innovation Zone conference room.

2.0 Chairman's Report and Activities

2.1 Upcoming Meetings – T. Felton reviewed the upcoming meeting dates with the Board.

Next Scheduled Board Meeting: Thursday, March 30th at 4:00pm

Annual Meeting: Friday, March 3rd at 12:00pm

Audit & Finance Committee Meeting: Thursday, March 30th at 3:00pm

2.2 Agenda Additions/Deletions/Other Business – None.

2.3 Minute: January 19, 2017 & February 2, 2017

M. Gray made a motion to approve the January 19, 2017 & February 2, 2017 meeting minutes as presented; the motion was seconded by G. Torrey. Roll call resulted as follows:

T. Felton - Yes	S. Noble-Moag - Yes
M. Wiater - Yes	P. Battaglia - Yes
H. Upson - Yes	C. Yunker - Yes
J. Rizzo - Yes	M. Gray - Yes
G. Torrey - Yes	

The item was approved as presented.

3.0 Report of Management

3.1 Nothing at this time.

4.0 Audit & Finance Committee

4.1 H. Sichertman Contract – T. Felton shared that the GGLDC issued a Request for Proposal on 1/4/17 for technical consulting services in the areas of community and economic development. One proposal was received from H. Sichertman & Company, Inc. Harry Sichertman provides technical services in the areas of economic development, community development, management and administrative services related to the Community Development Block Grant (CDBG) Program.

The GGLDC previously entered into an agreement with H. Sichernman & Company, Inc. for services from 1/1/17-2/28/17.

Contract charges for 2017 under the proposed agreement, including charges pursuant to the prior agreement entered into, shall not exceed \$25,000.

Contract charges for 2017 that are not reimbursable to the GGLDC from third-party sources, including charges pursuant to the prior agreement entered into, shall not exceed \$15,000. This has been recommended by the Audit & Finance Committee.

P. Battaglia made a motion to approve the H. Sichernman & Company, Inc. Contract as presented; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Yes	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
G. Torrey	Yes		

The item was approved as presented.

5.0 Governance & Nominating Committee

5.1 Mission Statement & Measurement Report – T. Felton shared that the Authority’s Board must annually review the authority’s mission statement and performance results to ensure that its mission has not changed and that the authority’s performance goals continue to support its mission. The 2017 organizational goals have already been reviewed with the Board. This report will be submitted to the ABO. This has been recommended by the Governance & Nominating Committee.

S. Noble-Moag made a motion to approve the Mission Statement & Measurement Report as presented; the motion was seconded by H. Upson. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Yes	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
G. Torrey	Yes		

The item was approved as presented.

5.2 Authority Self-Evaluation of Prior Year Performance – T. Felton shared that Public Authorities are required to perform a self-evaluation of prior year’s goals/measurements annually. This report will be submitted to the ABO. This has been recommended by the Governance & Nominating Committee.

G. Torrey made a motion to approve the Authority Self Evaluation of Prior Years’ Performance as presented; the motion was seconded by H. Upson. Roll call resulted as follows:

T. Felton -	Yes	S. Noble-Moag -	Yes
M. Wiater -	Yes	P. Battaglia -	Yes
H. Upson -	Yes	C. Yunker -	Yes
J. Rizzo -	Yes	M. Gray -	Yes
G. Torrey	Yes		

The item was approved as presented.

6.0 Other Business

7.0 Adjournment

As there was no further business, J. Rizzo made a motion to adjourn at 5:50 p.m., which was seconded by H. Upson and passed unanimously.