



**Thursday, June 2, 2016**  
**Upstate MedTech Centre – Suite 107**  
**5:30 PM**

**GGLDC MINUTES**

**Attendance**

Board Members: T. Felton, P. Battaglia, S. Noble-Moag, M. Wiater, W. Hinchey, M. Gray  
Staff: S. Hyde, M. Masse, L. Farrell, P. Kennett, E. Richardson, R. Tabela, C. Suozzi  
Guests: P. Zelif (GCEDC Board Member), M. Davis (GCEDC Board Member), J. Krencik (Daily News)  
Absent: J. Rizzo, H. Upson, C. Yunker

**1.0 Call to Order / Enter Public Session**

T. Felton called the meeting to order at 5:35 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 and discussed rescheduling some of the meetings. After checking availability, the following dates were agreed upon.

Next Scheduled Board Meeting: Thursday, July 14<sup>th</sup> at 4:00pm  
Audit & Finance Committee Meeting: Tuesday, July 12<sup>th</sup> at 10:00am  
Governance & Nominating Committee Meeting: Thursday, July 14<sup>th</sup> at 3:30pm

**2.2 Agenda Additions/ Deletions / Other Business**

**2.3 May 5, 2016 Minutes**

**S. Noble-Moag made a motion to approve the May 5, 2016 Minutes; the motion was seconded by W. Hinchey. Roll call resulted as follows:**

|              |        |                 |        |
|--------------|--------|-----------------|--------|
| T. Felton -  | Yes    | S. Noble-Moag - | Yes    |
| M. Wiater -  | Yes    | P. Battaglia -  | Yes    |
| H. Upson -   | Absent | C. Yunker -     | Absent |
| J. Rizzo -   | Absent | M. Gray -       | Yes    |
| W. Hinchey - | Yes    |                 |        |

**The item was approved as presented.**

**3.0 Report of Management**

**3.1 Nothing at this time.**

**4.1 Audit & Finance Committee**

T. Felton shared that the Audit & Finance Committee met Tuesday, May 31<sup>st</sup>. They discussed and recommended the following items:

**4.1 April 2016 Financial Statements** – T. Felton shared that all expenditures are in line with the budget except as noted. He also added that the Audit & Finance Committee did a check signing walkthrough with L. Farrell and P. Kennett and reviewed the

accounts payable process from beginning to end. This was very informative and gave the committee added confidence in the Agency's internal controls.

**P. Battaglia made a motion to approve the April 2016 Financial Statements; the motion was seconded by M. Wiater. Roll call resulted as follows:**

|              |        |                 |        |
|--------------|--------|-----------------|--------|
| T. Felton -  | Yes    | S. Noble-Moag - | Yes    |
| M. Wiater -  | Yes    | P. Battaglia -  | Yes    |
| H. Upson -   | Absent | C. Yunker -     | Absent |
| J. Rizzo -   | Absent | M. Gray -       | Yes    |
| W. Hinchey - | Yes    |                 |        |

**The item was approved as presented.**

## **5.0 Governance & Nominating Committee**

**5.1 Nothing at this time.**

## **6.0 Other Business**

**6.1 Nothing at this time.**

**7.0 Adjournment** - As there was no further business, W. Hinchey made a motion to adjourn at 5:39 p.m., which was seconded by S. Noble-Moag and passed unanimously.