

Meeting Agenda – Governance & Nominating Committee
Genesee Gateway Local Development Corp.
Thursday, March 2, 2017
Location: Upstate MedTech Centre, Suite 107; 3:00 p.m.

Page #	Topic	Discussion Leader	Desired Outcome
	1. Call To Order – Enter Public Session	T. Felton	
2-3	2. Chairman's Report & Activities 2a. Agenda Additions / Other Business 2b. Minutes: July 14, 2016	T. Felton	Vote
4-5 6	3. Discussions / Official Recommendations to the Board: 3a. Board Self-Evaluation Results 3b. Mission Statement & Measurement Report 3c. Authority Self-Evaluation of Prior Year Performance	T. Felton L. Farrell L. Farrell	Discussion Disc / Vote Disc / Vote
	4. Adjournment	T. Felton	Vote



Thursday, July 14, 2016
Governance & Nominating Committee Meeting – GGLDC
Innovation Zone Conference Room
3:00 p.m.

MINUTES

ATTENDANCE

Committee Members: T. Felton, S. Noble-Moag, C. Yunker
Staff: S. Hyde, L. Farrell, M. Masse, P. Kennett, E. Richardson
Guests: W. Hinchey, J. Krencik (The Daily News)
Absent: H. Upson

1. CALL TO ORDER / ENTER PUBLIC SESSION

T. Felton called the meeting to order at 3:00 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: June 2, 2016

S. Noble-Moag made a motion to approve the June 2, 2016 minutes; the motion was seconded by C. Yunker. 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. Procurement Policy - L. Farrell shared that this policy is required to be reviewed and re-adopted by the Board annually. No changes are being recommended today.

C. Yunker made a motion to the Procurement Policy 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. Investment Policy – L. Farrell shared that this policy is required to be reviewed and re-adopted by the Board annually. No changes are being recommended today.

S. Noble-Moag made a motion to recommend the Investment Policy to the full Board; the motion was seconded by C. Yunker. 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. Disposition of Real Property Guidelines - L. Farrell shared that this policy is required to be reviewed and re-adopted by the Board annually. No changes are being recommended today.

C. Yunker made a motion to recommend the Disposition of Real Property Guidelines 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. Governance & Nominating Committee Charter – L. Farrell shared that the Governance & Nominating Committee Charter that is being presented today incorporates changes that were discussed at previous committee meetings. These changes line up with the GCEDC Committee Charter. The changes include language to allow the Board Chair to appoint the Committee members and language around being an “independent member”.

S. Noble-Moag made a motion to recommend the Governance & Nominating Committee Charter 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.

4. ADJOURNMENT

As there was no further business, C. Yunker made a motion to adjourn at 3:07 p.m., seconded by S. Noble-Moag and passed unanimously.

New York State Local Public Authority Mission Statement and Measurement Report

Local Public Authority Name: Genesee Gateway Local Development Corporation (GGLDC)

Fiscal Year: January 1, 2017 – December 31, 2017

Enabling Legislation (enables Local Public Authority Mission Statement): LDCs are formed and empowered to conduct certain projects pursuant to Not-For-Profit Corporation Law § 1411. Distinguished from IDAs (which exist as public benefit corporations), LDCs are established as charitable corporations that are empowered to construct, acquire, rehabilitate and improve for use by others, industrial or manufacturing plants in the territory in which its operations are principally to be conducted (“Benefited Territory”) and to make loans. LDCs can provide financial assistance for the construction, acquisition, rehabilitation, improvement, and maintenance of facilities for others in its Benefited Territory. Specific LDC powers include the ability to: (i) disseminate information and furnish advice, technical assistance and liaison services to Federal, State and local authorities; (ii) to acquire by purchase, lease, gift, bequest, devise or otherwise, real or personal property; and (iii) to borrow money and to issue negotiable bonds, notes and other obligations. LDCs are empowered to sell, lease, mortgage or otherwise dispose of or encumber facilities or any real or personal property or any interest therein.

Mission Statement: GGLDC's mission is to assist local economic development efforts by making real estate development investments to bolster shovel-ready tech and industrial park development and to provide tax and other related financial assistance to commercially viable projects in Genesee County thereby enabling the continued development of a sustainable long-term economy.

2017 Measurements:

1. Actively maintain and enhance other shovel-ready and high-tech commercialization assets owned by GGLDC in Genesee County.
2. Support the GCEDC economic development and selling process helping to facilitate capital investment and job creation commitments and tax base enhancement in the community.

Authority Stakeholder(s): Genesee County Legislature

Authority Beneficiaries: The residents and taxing jurisdictions of Genesee County

Authority Customers: The Business Community of Genesee County

Authority self-evaluation of prior year performance (based upon established measurements): To Be provided by March 31, 2018 related to 2017 performance.

Governance Certification:

1. Have the Board members acknowledged that they have read and understood the mission of the public authority?

Board of Directors Response: Yes

2. Who has the power to appoint management of the public authority?

Board of Directors Response: The Board of Directors

3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority.

Board of Directors Response: The Board has not adopted a final, written policy; however, the Board follows the prudent and reasonable past practice of appointing responsible individuals.

4. Briefly describe the role of the Board and the role of management in the implementation of the mission.

Board of Directors Response: The role of the Board regarding the implementation of the public authority's mission is to provide strategic input, guidance, oversight, mission authorization, policy setting and validation of the authority's mission, measurements and results. The role of management is to collaborate with the Board in strategy development / strategy authorization and to implement established programs, processes, activities and policies to achieve the public authority's mission.

5. Has the Board acknowledged that they have read and understood the response to each of these questions?

Board of Directors Response: Yes

Authority Self-Evaluation of Prior Year Performance

Local Public Authority Name: Genesee Gateway Local Development Corporation (GGLDC)

2016 Measurements:

1. Actively maintain and enhance other shovel-ready and high-tech commercialization assets owned by GGLDC in Genesee County.
2. Support the GCEDC economic development and selling process helping to facilitate capital investment and job creation commitments and tax base enhancement in the community.

2016 Budgeted goals versus actual results:

1. In 2016, the GGLDC continued to actively market and promote all of its shovel-ready and high-tech commercialization assets, while performing normal maintenance such as mowing, cleaning and sign care. The GGLDC is also constantly reviewing the industry requirements of companies to ensure that our corporate business parks have the necessary infrastructure to be competitive and meet those potential companies' needs.
2. Supported the GCEDC economic development and selling processes, helping to facilitate capital investment and job creation commitments and tax base enhancement in the community.