



**GGLDC Board Meeting**  
**Thursday, February 3, 2022**  
**Location: Electronically**  
**4:00 PM**

**GGLDC MINUTES**

**Attendance**

Board Members: S. Noble-Moag, D. Cunningham, G. Torrey, J. Tretter, T. Felton, T. Bender, P. Zeliff, P. Battaglia  
Staff: C. Suozzi, S. Hyde, L. Farrell, M. Masse, P. Kennett, J. Krencik, L. Casey  
Guests: R. Gaenzle (Harris Beach), M. Clattenburg (GCEDC Board Member), C. Kemp (GCEDC Board Member), M. Gray (GCEDC Board Member), R. Crossen (Town of Alabama Supervisor)  
Absent: C. Yunker

**1.0 Call to Order**

D. Cunningham called the meeting to order at 4:47 p.m. in the Innovation Zone.

Governor Kathy Hochul signed legislation (S.50001 / A.40001) on September 2, 2021 extending virtual access to public meetings under NYS's Open Meetings Law, which allows virtual participation in local government meetings during the COVID-19 pandemic. This meeting is being held electronically via conference call / video conference instead of a public meeting open for the public to attend in person.

**2.0 Chairman's Report and Activities**

**2.1 Upcoming Meetings:**

**Next Scheduled Board Meeting: Thursday, March 3<sup>rd</sup> at 4:00 p.m.**

Audit & Finance Committee Meeting: Tuesday, March 1<sup>st</sup> at 8:30 a.m.

Governance & Nominating Committee Meeting: Thursday, March 3<sup>rd</sup> at 3:00 p.m.

**2.2 Agenda Additions/ Deletions/ Other Business – Nothing at this time.**

**2.3 Minutes: January 13, 2022**

**S. Noble-Moag made a motion to approve the January 13, 2022 minutes; the motion was seconded by J. Tretter. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Yes	P. Zeliff -	Yes
J. Tretter -	Yes		

**The item was approved as presented.**

### **3.0 Report of Management**

**3.1 Nothing at this time.**

### **4.0 Audit & Finance Committee – D. Cunningham**

**4.1 D & O Insurance Renewal-** Lawley Insurance has provided us with a proposal for renewal of our current Directors & Officers/Employment Practices Liability Insurance with Travelers. The renewal price reflects an overall price increase of \$7,194 (\$3,597/entity) compared to the current policy. The current policy expires on 2/23/2022. The increase in premium is due to the recent claim, claim activity in the marketplace, and addition of the Water and Sewer Works Transportation Corporations. The cost of this policy would be split between GCEDC and GGLDC (\$9,093/entity). Each entity has included \$5,850 in their 2022 budget for this expense.

This was recommended for approval by the Committee.

**P. Zelif made a motion to approve the D & O Insurance Renewal with Travelers as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
J. Tretter -	Yes		

**The item was approved as presented.**

**4.2 December 2021 Unaudited Financial Statements -** L. Farrell reviewed the December 2021 unaudited financial statements with the Board. The following was noted:

- On the balance sheet, accounts payable decreased. The MedTech Centre Property Management Fee and Economic Development Support Grant was paid to the EDC for the 4<sup>th</sup> quarter.
- On the P&L, most line items are on track with or lower than budget. MedTech Centre expenditures are scrutinized against the budget and are coming in under budget.
- There may be some, but not many, journal entries made between the presentation of unaudited and audited financial statements.

The financial statements were reviewed in detail by the Committee and are recommended for approval.

**T. Bender made a motion to approve the December 2021 Unaudited Financial Statements as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes

C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
J. Tretter -	Yes		

**The item was approved as presented.**

**5.0 Governance & Nominating Committee – S. Noble-Moag**

**5.1 Authority Self Evaluation of Prior Year Performance** - Public Authorities are required to perform a self-evaluation of prior year’s goals/measurements annually. This report shows the results against the goals and measurements that were set for 2021. This report will be posted to the website.

This was recommended for approval by the Committee.

**T. Felton made a motion to approve the Authority Self Evaluation of Prior Year Performance as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
J. Tretter -	Yes		

**The item was approved as presented.**

**5.2 Mission Statement and Measurement Report** – The Authority’s Board must annually review the authority’s mission statement and performance goals to ensure that its mission has not changed and that the authority’s performance goals continue to support its mission. This report will be posted to the website and submitted into PARIS.

The Committee recommended approval contingent upon striking the word “other” from the #1 measurement listed under 2022 Measurements.

**J. Tretter made a motion to approve the Mission Statement and Measurement Report with the above-mentioned amendment; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
C. Yunker -	Absent	T. Bender -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
J. Tretter -	Yes		

**The item was approved as presented.**

**6.0 Other Business**

**6.1 Nothing at this time.**

**7.0 Adjournment**

As there was no further business, P. Zelif made a motion to adjourn at 4:53 p.m., which was seconded by P. Battaglia and passed unanimously.