



**GGLDC Board Meeting
Thursday, May 4, 2023**

**Location: 99 MedTech Drive, Innovation Zone
4:00 PM**

GGLDC MINUTES

Attendance

Board Members: S. Noble-Moag, C. Yunker, G. Torrey, P. Battaglia, P. Zelif, D. Cunningham, J. Tretter
Staff: L. Farrell, M. Masse, S. Hyde, P. Kennett, C. Suozzi, L. Casey
Guests: M. Gray (GCEDC Board Member), C. Kemp (GCEDC Board Member), R. Gaenzle (Harris Beach/Video Conference), S. Maier (Harris Beach)
Absent: T. Bender, T. Felton

1.0 Call to Order

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

2.0 Chairman's Report and Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, June 1st at 4:00 p.m.

Audit & Finance Committee Meeting: Tuesday, May 30th at 8:30 a.m.

Governance & Nominating Committee Meeting: Thursday, June 1st at 3 p.m.

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

2.3 Minutes: March 30, 2023

G. Torrey made a motion to approve the March 30, 2023 minutes; the motion was seconded by P. Battaglia. Roll call resulted as follows:

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

The Audit and Finance Committee did not meet on Tuesday, May 2, 2023 due to a lack of quorum.

4.1 MedTech Great Lakes Building Security Contract – The GGLDC has an agreement with Great Lakes Building Systems, Inc. to take care of servicing the fire alarm system in the MedTech Centre. In 2021 and 2022, the GGLDC board approved the Gold Package for the fire alarm system. This contract is up for renewal in 2023 with no increase in cost. This item was included in the 2023 budget.

Fund Commitment: \$5,925.

Board Action Request: Approval of payment of \$5,925 for the Great Lakes Security Contract.

S. Noble-Moag made a motion to approve a contract with Great lakes Building Systems not to exceed \$5,925; the motion was seconded by P. Battaglia. Roll call resulted as follows:

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

The item was approved as presented.

4.2 Mowing Bids – The GGLDC asked four companies for bids to mow the properties we have at BETP. The results of the bids are as follows based on 2 mows in the season. They have also bid on mowing the Ag Park sign at the Route 63 entrance:

1. Declined to bid – S&S Excavating & Blacktop, Inc.
2. Declined to bid – Scalia's Landscaping
3. \$2,500 – Fava Brothers Lawn Care
4. Declined to bid – Bubba's Landscaping

Fund Commitment: \$2,500.

S. Noble-Moag made a motion to approve the mowing bid with Fava Bothers Lawn Care not to exceed \$2,500; the motion was seconded by J. Tretter. Roll call resulted as follows:

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

The item was approved as presented.

5.0 Governance & Nominating Committee – S. Noble-Moag

5.1 Officer Appointments – The current slate of officers is set to expire on June 30th.

Chair / President / CEO -	D. Cunningham
Vice-Chair -	T. Felton
Treasurer -	G. Torrey
Secretary -	S. Noble-Moag

With T. Felton's resignation, the Vice-Chair position will need to be filled. This agenda item was tabled by the GGLDC Governance & Nominating Committee as they were awaiting a response from J. Tretter regarding his willingness to serve as the GGLDC Vice-Chair. J. Tretter has agreed to fill this position if the Board wishes. The following slate of officers is coming forward for consideration.

Chair / President / CEO -	D. Cunningham
Vice-Chair -	J. Tretter
Treasurer -	G. Torrey
Secretary -	S. Noble-Moag

P. Battaglia made a motion to approve the slate of officers listed above; the motion was seconded by D. Cunningham. Roll call resulted as follows:

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

The item was approved as presented.

5.2 Authorized to Request Information Regarding Bank Accounts -. L. Farrell shared that she and P. Kennett need to be authorized to request information regarding the bank accounts and transfer funds between like accounts for the GGLDC and GAB, LLC.

This was recommended for approval by the Committee.

J. Tretter made a motion to approve the authorized individuals to obtain bank account information and transfer funds between accounts as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

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

The item was approved as presented.

5.3 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, etc.

This was recommended for approval by the Committee.

J. Tretter made a motion to approve the authorized signers of contracts, agreements, etc. as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

T. Felton -	Absent	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes

C. Yunker -	Yes	T. Bender -	Absent
G. Torrey -	Yes	P. Zeliff -	Yes
S. Noble-Moag -	Yes		

The item was approved as presented.

5.4 Authorized Bank Signers- Audit & Finance Committee members are authorized bank signers. All checks and/or line of credit withdrawals must be signed by two authorized signers.

This was recommended for approval by the Committee.

J. Tretter made a motion to approve the Authorized Bank Signers as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

T. Felton -	Absent	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
C. Yunker -	Yes	T. Bender -	Absent
G. Torrey -	Yes	P. Zeliff -	Yes
S. Noble-Moag -	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, C. Yunker made a motion to adjourn at 4:52 p.m., which was seconded by P. Battaglia and passed unanimously.