



**Thursday, March 28, 2019**  
**GCEDC – Conference Room**  
**GCEDC Audit & Finance Committee Meeting**  
**3:00 p.m.**

**MINUTES**

**ATTENDANCE**

Committee Members: M. Gray, A. Young, T. Bender  
Staff: S. Hyde, L. Farrell, M. Masse, E. Richardson, J. Krencik, C. Suozzi, P. Kennett  
Guests: T. Felton (GGLDC Board member), D. Cunningham (GGLDC Board member), D. Brownell (Mostert, Manzanero & Scott)  
Absent: P. Battaglia

**1. CALL TO ORDER / ENTER PUBLIC SESSION**

M. Gray called the meeting to order at 3:05 p.m. in the GCEDC Innovation Zone.

**1a. Executive Session:**

T. Bender made a motion to enter executive session at 3:05 p.m. under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons, seconded by A. Young and approved by all members present:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.
2. The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange for securities held by such public body, but only when publicity would substantially affect the value thereof.

**1b. Re-Enter Public Session** – A. Young made a motion to enter back into public session at 3:08 p.m., seconded by T. Bender and approved by all members present.

**2. CHAIRMAN'S REPORT & ACTIVITIES:**

**2a. Agenda Additions / Other Business** – Nothing at this time.

**2b. Meeting Minutes: March 7, 2019**

**A. Young made a motion to approve the March 7, 2019 meeting minutes as presented; the motion was seconded by T. Bender. Roll call resulted as follows:**

P. Battaglia - Absent  
M. Gray - Yes  
T. Bender - Yes  
A. Young - Yes

**The item was approved as presented.**

**3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS OF THE COMMITTEE:**

**3a. 12/31/2018 Audit** - David Brownell of Mostert, Manzanero & Scott, LLP reviewed the audit with the committee and answered questions in regard to the audit. The management letter states that no material deficiencies in internal controls were identified during the audit. It is their opinion that the audited financial statements present fairly, in all material respects, the financial position of the GCEDC as of December 31, 2018 in accordance with accounting principles generally accepted in the United States of America.

New this year was an audit of our investments. The Authorities Budget Office (ABO) issued guidance in 2018 specifically on Public Authority Investment Reports. The report that is included in the financial statements, along with the investment report that the Board has previously reviewed and approved satisfies the ABO requirements.

M. Gray asked how long the auditors were actually in the office working and if there have ever been any material deficiencies found since working with the GCEDC.

D. Brownell shared that himself, along with two others were in the office for 2 full days. There have not been any material deficiencies found since working with the GCEDC.

**Executive Session:**

T. Bender made a motion to enter executive session at 3:15 p.m. under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons, seconded by A. Young and approved by all members present:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

**The staff was excused.**

**Re-Enter Public Session** – A. Young made a motion to enter back into public session at 3:18 p.m., seconded by T. Bender and approved by all members present.

**The staff rejoined the meeting.**

**T. Bender a motion to approve the 12/31/2018 Audit; the motion was seconded by A. Young made. Roll call resulted as follows:**

P. Battaglia - Absent  
M. Gray - Yes  
T. Bender - Yes  
A. Young - Yes

**The item was approved as presented.**

**3b. \$33M STAMP Grant Review YTD** – L. Farrell reminded the Committee that the imprest account was set up and in January 2018 Empire State Development (ESD) deposited \$15.1M into the account. The first 13 Grant Utilization Request Forms (GURF) have been submitted and authorization has been received to release those funds. The requests have taken approx. 3-5 days to receive approval.

**3c. STAMP Real Estate Loans Update** – L. Farrell shared that there are currently five loans outstanding with Empire State Development. In September 2014, the GCEDC obtained two loans totaling \$2,100,000 from ESD to fund WNY STAMP land acquisition in the Town of Alabama. The loans have a 0% interest rate with no principal payment due for the first five years. At the end of the fifth year, ESD will make a determination as to whether to (1) require a full principal balloon payment; (2) waive the obligation to repay the loans; or (3) extend the loans for another five-year term with payment terms to be determined. A request to ESD was submitted in March 2019 for repayment of these two loans to be waived.

#### **4. ADJOURNMENT**

As there was no further business, T. Bender made a motion to adjourn at 3:24 p.m., seconded by A. Young and passed unanimously.