



**GGLDC Board Meeting**  
**Thursday, June 4, 2020**  
**Location: Electronically**  
**4:00 PM**

**GGLDC MINUTES**

**Attendance**

Board Members: D. Cunningham, P. Battaglia, S. Noble-Moag, C. Yunker, T. Bender, M. Wiater, T. Felton, P. Zeliff, G. Torrey  
Staff: L. Casey, P. Kennett, C. Suozzi, J. Krencik, S. Hyde, L. Farrell, M. Masse  
Guests: A. Vanderhoof (GCEDC Board Member), A. Young (GCEDC Board Member), M. Gray (GCEDC Board Member)  
Absent:

**1.0 Call to Order**

D. Cunningham called the meeting to order at 5:34 p.m. via conference call / video conference.

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 202.1 issued on March 12, 2020 suspending the Open Meetings Law, 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, July 2<sup>nd</sup> at 4:00 p.m.**  
Audit & Finance Committee Meeting: Tuesday, June 30<sup>th</sup> at 8:30 a.m.

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

**2.3 Minutes: May 7, 2020**

**T. Bender made a motion to approve the May 7, 2020 minutes; the motion was seconded by M. Wiater. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zeliff -	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 April 2020 Financial Statements** - L. Farrell stated that on the Balance Sheet there is \$218,000 in Reserved Cash Grant Funds. In April, we received OCR Grant Funds that flowed through the Town of Batavia. This loan supports a deferred loan to Freightliner, which did not close until May. The funds are in Restricted Cash at the end of April. Also, on the Income Statement there is grant revenue in the amount of \$218,000.

This was recommended for approval by the Committee.

**M. Wiater made a motion to approve the April 2020 Financial Statements as presented; the motion was seconded by G. Torrey. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	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 30<sup>th</sup>. It is suggested to appoint the following slate of officers:

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

The appointed officers shall hold office for one year or until their successors are appointed.

This was recommended for approval by the Committee.

**S. Noble-Moag made a motion to approve the Slate of Officers as presented; the motion was seconded by T. Bender. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

**The item was approved as presented.**

**5.2 Authorized to Request Information Regarding Bank Accounts** – S. Noble Moag shared that L. Farrell and P. Kennett need to be authorized to request information regarding the bank accounts. No changes to this authorization are being suggested at this time.

This was recommended for approval by the Committee.

**S. Noble-Moag made a motion to approve the authorized individuals to obtain bank account information 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
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

**The item was approved as presented.**

**5.3 Authorized Signers of Agreements, Contracts, etc. –** S. Noble-Moag 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.

**S. Noble-Moag 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 -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

**The item was approved as presented.**

**5.4 Procurement Policies and Procedures –** S. Noble shared that this policy is required to be reviewed annually. There are no changes being recommended.

This was recommended for approval by the Committee.

**S. Noble-Moag made a motion to approve the Procurement Policies and Procedures as presented; the motion was seconded by M. Wiater. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zelif -	Yes		

**The item was approved as presented.**

**5.5 Investment Policy –** S. Noble-Moag shared that this policy is required to be reviewed annually. There are no changes being recommended.

This was recommended for approval by the Committee.

**S. Noble-Moag made a motion to approve the Investment Policy as presented; the motion was seconded by M. Wiater. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
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D. Cunningham -	Yes	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zeliff -	Yes		

**The item was approved as presented.**

**5.6 Disposition of Property Guidelines –** L. Farrell shared that this policy is required to be reviewed annually. There are no changes being recommended.

This was recommended for approval by the Committee.

**S. Noble-Moag made a motion to approve the Disposition of Property Guidelines as presented; the motion was seconded by M. Wiater. Roll call resulted as follows:**

T. Felton -	Yes	S. Noble-Moag -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
T. Bender -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	M. Wiater -	Yes
P. Zeliff -	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, T. Bender made a motion to adjourn at 5:41 p.m., which was seconded by M. Wiater and passed unanimously.