

**GCEDC Governance & Nominating Committee Meeting
Thursday, June 4, 2020
Location: Electronically
3:00 p.m.**

MINUTES

ATTENDANCE

Committee Members: P. Battaglia, P. Zelif, C. Yunker, A. Young
Staff: S. Hyde, L. Farrell, M. Masse, P. Kennett, L. Casey, J. Krencik,
Guests: S. Noble-Moag (GGLDC Board Member), G. Torrey (GGLDC Board Member),
D. Cunningham (GGLDC Board Member)
Absent:

1. CALL TO ORDER / ENTER PUBLIC SESSION

C. Yunker called the meeting to order at 3:01 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.

1a. Executive Session:

A. Young made a motion to enter executive session at 3:01 p.m. under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons, seconded by P. Battaglia and approved by all members present:

“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.”

At 3:08, all staff members left the conference call / video conference.

At 3:29, all staff members rejoined the conference call / video conference.

1b. Re-Enter Public Session – P. Battaglia made a motion to enter back into public session at 3:30 p.m., seconded by A. Young and approved by all members present.

2. CHAIRMAN'S REPORT & ACTIVITIES

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

2b. Minutes: May 7, 2020

P. Battaglia made a motion to approve the May 7, 2020 meeting minutes as presented; the motion was seconded by A. Young. Roll call resulted as follows:

P. Zelif - Yes
A. Young- Yes
C. Yunker - Yes
P. Battaglia - Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD

3a. GGLDC Board Member Appointment – C. Yunker’s term on the GCEDC Board and GGLDC Board ends 6/30/20. C. Yunker requested reappointment from County Legislature. The County’s Ways & Means Committee has approved this appointment, but full Legislature approval is still needed. The Legislature has not acted on that request to date.

P. Battaglia made a motion to recommend to the full Board the reappointment of C. Yunker to the GGLDC Board, contingent upon the Legislature’s reappointment; the motion was seconded by P. Zelif. Roll call resulted as follows:

P. Zelif - Yes
A. Young- Yes
C. Yunker - Yes
P. Battaglia - Yes

The item was approved as presented.

3b. Officer Appointments – The current slate of officers is set to expire on June 30th. It is suggested to approve the below listed slate of officers:

Chair - P. Zelif
Vice-Chair - M. Gray
Secretary - P. Kennett
Treasurer - L. Farrell
President/CEO - S. Hyde

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

A. Young made a motion to recommend approval to the full Board the appointment of P. Zelif as Chair; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Zelif - Yes
A. Young- Yes
C. Yunker - Yes
P. Battaglia - Yes

The item was approved as presented.

P. Zelif made a motion to recommend approval to the full Board the appointment of M. Gray as Vice Chair; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Zelif - Yes

A. Young- Yes
C. Yunker - Yes
P. Battaglia - Yes

The item was approved as presented.

P. Battaglia made a motion to recommend approval to the full Board the appointment of P. Kennett as Secretary; the motion was seconded by A. Young. Roll call resulted as follows:

P. Zeliff - Yes
A. Young- Yes
C. Yunker - Yes
P. Battaglia - Yes

The item was approved as presented.

P. Zeliff made a motion to recommend approval to the full Board the appointment of L. Farrell as Treasurer; the motion was seconded by A. Young. Roll call resulted as follows:

P. Zeliff - Yes
A. Young- Yes
C. Yunker - Yes
P. Battaglia - Yes

The item was approved as presented.

P. Battaglia made a motion to recommend approval to the full Board the appointment of S. Hyde as President & CEO; the motion was seconded by A. Young. Roll call resulted as follows:

P. Zeliff - Yes
A. Young- Yes
C. Yunker - Yes
P. Battaglia - Yes

The item was approved as presented.

3c. Local Labor Reporting Results – L. Farrell provided the Committee with a 2019 Local Labor Utilization Summary report. Based on the reporting reviewed by the GCEDC, HP Hood (the only project required to report in 2019), has met the requirement of 90% local labor.

3d. Procurement Policies and Procedures – L. Farrell shared that this policy is required to be reviewed annually. There are no changes being recommended.

P. Zeliff made a motion to recommend to the full Board the approval of the Procurement Policies and Procedures as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Zeliff - Yes
A. Young- Yes
C. Yunker - Yes
P. Battaglia - Yes

The item was approved as presented.

3e. Investment Policy– L. Farrell shared that this policy is required to be reviewed annually. There are no changes being recommended.

P. Zeliff made a motion to recommend to the full Board the approval of the Investment Policy as presented; the motion was seconded by A. Young. Roll call resulted as follows:

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|----------------|-----|
| P. Zeliff - | Yes |
| A. Young- | Yes |
| C. Yunker - | Yes |
| P. Battaglia - | Yes |

The item was approved as presented.

3f. Disposition of Property Guidelines – L. Farrell shared that this policy is required to be reviewed annually. There are no changes being recommended.

P. Battaglia made a motion to recommend to the full Board the approval of the Disposition of Property Guidelines as presented; the motion was seconded by A. Young. Roll call resulted as follows:

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|----------------|-----|
| P. Zeliff - | Yes |
| A. Young- | Yes |
| C. Yunker - | Yes |
| P. Battaglia - | Yes |

The item was approved as presented.

3g Governance & Nominating Committee Charter – L. Farrell shared that this charter is required to be reviewed annually.

P. Zeliff made a motion to approve the Governance & Nominating Committee Charter as presented; the motion was seconded by A. Young. Roll call resulted as follows:

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|----------------|-----|
| P. Zeliff - | Yes |
| A. Young- | Yes |
| C. Yunker - | Yes |
| P. Battaglia - | Yes |

The item was approved as presented.

3h. Code of Ethics – L. Farrell shared that the Committee requested this policy be reviewed annually. No changes are being recommended.

3i. Committee Self – Evaluation – After reviewing the Governance & Nominating Committee Charter, C. Yunker stated that the Committee feels that it is meeting its obligations to the Board and County. Candid discussions, informed by the staff, occur by the Committee. The Committee successfully carries out its duties outlined by the Charter.

4. **ADJOURNMENT**

As there was no further business, P. Zeliff made a motion to adjourn at 3:48 p.m., seconded by A. Young, and passed unanimously.