



**GGLDC Board Meeting
Thursday, March 2, 2023**

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

GGLDC MINUTES

Attendance

Board Members: D. Cunningham, J. Tretter, T. Felton, S. Noble-Moag, C. Yunker, P. Battaglia, P. Zelif, G. Torrey

Staff: L. Farrell (Video Conference), M. Masse, L. Casey, J. Krencik, S. Hyde, P. Kennett

Guests: M. Gray (GCEDC Board Member), C. Kemp (GCEDC Board Member), M. Clattenburg (GCEDC Board Member), R. Gaenzle (Harris Beach/Video Conference)

Absent: T. Bender

1.0 Call to Order

D. Cunningham called the meeting to order at 5:13 p.m. in the Innovation Zone.

2.0 Chairman's Report and Activities

2.1 Upcoming Meetings:

Next Scheduled Board Meeting: Thursday, March 30th at 4:00 p.m.

Audit & Finance Committee Meeting: Thursday, March 30th at 3:00 p.m.

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

2.3 Minutes: February 2, 2023

S. Noble-Moag made a motion to approve the February 2, 2023 minutes; the motion was seconded by T. Felton. Roll call resulted as follows:

T. Felton -	Yes	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

P.Zeliff briefly left the meeting at 5:14 p.m.

4.1 Investment Report - The Investment Report summarizes the GGLDC's bank balances, general ledger balances and interest income at 12/31/22. As of 12/31/22, cash balances were fully collateralized. The report will be submitted into PARIS and posted on the website.

This item was recommended for approval by the Committee.

P. Battaglia made a motion to approve the Investment Report as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

T. Felton -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
C. Yunker -	Yes	T. Bender -	Absent
G. Torrey -	Yes	P. Zeliff -	Absent (briefly left the meeting)
S. Noble-Moag -	Yes		

The item was approved as presented.

4.2 Procurement Report- Public Authorities are required to report all procurement transactions active during the reporting period that have an actual or estimated value of \$5,000 or more. This report will be submitted into the PARIS system and posted on the website.

This item was recommended for approval by the Committee.

T. Felton made a motion to approve the Procurement Report as presented; the motion was seconded by S. Noble-Moag. Roll call resulted as follows:

T. Felton -	Yes	J. Tretter -	Yes
D. Cunningham -	Yes	P. Battaglia -	Yes
C. Yunker -	Yes	T. Bender -	Absent
G. Torrey -	Yes	P. Zeliff -	Absent (briefly left the meeting)
S. Noble-Moag -	Yes		

The item was approved as presented.

4.3 County Mowing Contract - The GGLDC Received a proposal for mowing of the stormwater ponds and vacant land at MedTech Centre and Ag Park for 2023. Proposal amount is from the same vendor as last year and the price has increased from \$10,350 to \$10,600.

Fund commitment: \$10,600 from operational funds of MedTech Centre and Ag Park.

Board action request: Approval of mowing contract for \$10,600 with Genesee County Highway Department.

This item was recommended for approval by the Committee.

J. Tretter made a motion to approve the Genesee County Highway Mowing Contract not to exceed \$10,600 as presented; the motion was seconded by G. Torrey. Roll call resulted as follows:

T. Felton -	Yes	J. Tretter -	Yes
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D. Cunningham -	Yes	P. Battaglia -	Yes
C. Yunker -	Yes	T. Bender -	Absent
G. Torrey -	Yes	P. Zelif -	Absent (briefly left the meeting)
S. Noble-Moag -	Yes		

The item was approved as presented.

P. Zelif returned to the meeting at 5:15 p.m.

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. M. Masse reviewed the results against the goals and measurements that were set for 2022. Last year, the Committee added a fourth measurement, which was to "Act as good stewards on behalf of the County and its Stakeholders, promoting collaborative efforts, accountability and communication". This report will be submitted into PARIS.

This item was recommended for approval by the Committee.

D. Cunningham made a motion to approve the Authority Self-Evaluation of Prior Year Performance as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

T. Felton -	Yes	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 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.

S. Noble-Moag stated that the Governance Certification was included with the meeting materials and is as follows:

- 1. Have the board members acknowledged that they have read and understood the mission of the public authority?**

Board of Directors Response: Yes

- 2. Who has the power to appoint management of the public authority?**

Board of Directors Response: The Board of Directors

- 3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority.**

Board of Directors Response: The Board has not adopted a final, written policy; however, the Board follows the prudent and reasonable past practice of appointing responsible individuals.

- 4. Briefly describe the role of the Board and the role of management in the implementation of the mission.**

Board of Directors Response: The role of the Board regarding the implementation of the public authority's mission is to provide strategic input, guidance, oversight, mission authorization, policy setting and validation of the authority's mission, measurements and results. The role of management is to collaborate with the Board in strategy development / strategy authorization and to implement established programs, processes, activities and policies to achieve the public authority's mission.

5. Has the Board acknowledged that they have read and understood the response to each of these questions?

Board of Directors Response: Yes

This item was recommended for approval by the Committee.

C. Yunker made a motion to approve the Mission Statement and Measurement Report as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

T. Felton -	Yes	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.

6.0 Other Business

6.1 Nothing at this time.

7.0 Adjournment

As there was no further business, G. Torrey made a motion to adjourn at 5:18 p.m., which was seconded by J. Tretter and passed unanimously.