



**GGLDC Board Meeting
Thursday, October 30, 2025**

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

GGLDC MINUTES

Attendance

Board Members: D. Cunningham, C. Yunker, M. Brooks, P. Battaglia, M. Clattenburg, G. Torrey,
Staff: M. Masse, K. Galdun, L. Farrell, C. Suozzi, J. Krencik
Guests: M. Gray (GCEDC Board Member), C. Kemp (GCEDC Board Member), K. Manne
(GCEDC Board Member)
Absent: P. Zelif, S. Noble-Moag, J. Tretter

1.0 Call to Order

D. Cunningham called the meeting to order at 4:50 p.m. in the Innovation Zone.

2.0 Chairman's Report and Activities

2.1 Upcoming Meetings:

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

Audit & Finance Committee Meeting: Tuesday, December 2nd at 8:30 a.m.

2.2 Agenda Additions/ Deletions/ Other Business –

G. Torrey made a motion to add Agenda item 4.7 under Audit & Finance for the GCEDC Economic Development Support Grant; the motion was seconded by M. Brooks. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Absent
S. Noble-Moag -	Absent		

Agenda item 4.7 was added.

2.3 Minutes: ~~September 30, 2025~~ October 2, 2025

The correct meeting minutes were included in the meeting materials provided to the Board. The agenda incorrectly referenced a different meeting date; however, the correct minutes were reviewed and approved.

M. Brooks made a motion to approve the ~~September 30, 2025~~ October 2, 2025, minutes as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
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D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zeliff -	Absent
S. Noble-Moag -	Absent		

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 September 2025 Financial Statements – L. Farrell reviewed the significant items of the September 2025 financial statements.

- \$93K payment was received from Darien Lake related to the Community Benefit Agreement, which we will continue to collect through 2027. These funds are then sent to the Town of Pembroke to support the wastewater treatment facility for improvements per an agreement approved a few years ago.
- There is mostly normal monthly activity other than the above-mentioned items.

The September 2025 Financial Statements were recommended for approval by the Committee.

M. Brooks made a motion to approve the September 2025 Financial Statements as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zeliff -	Absent
S. Noble-Moag -	Absent		

The item was approved as presented.

4.2 GGLDC 2026 Budget – L. Farrell stated that the 2026 budget was reviewed by the Audit & Finance Committee. Bullet points of the 2026 budget assumptions were included with the Board materials

L. Farrell stated that the Committee reviewed the cash budget as well as the accrual budget.

This 2026 Budget was recommended for approval by the Committee.

M. Brooks made a motion to approve the GGLDC 2026 Budget as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes

G. Torrey - Yes P. Zelif - Absent
S. Noble-Moag - Absent

The item was approved as presented.

4.3 GGLDC 1+3 Budget – Included with the meeting materials are four-year budgets for the GGLDC & GAB, LLC Consolidated, the GGLDC and the GAB, LLC. The GGLDC & GAB, LLC Consolidated 1 + 3 Budget will be entered into PARIS (Public Authorities Reporting Information System) and certified.

It was noted that most line items show a 3% increase year over year unless there is an asterisk or is shaded. These line items could be estimated more accurately based upon additional information that is available.

L. Farrell noted that Line 2 for Bank Interest should not be shaded, so that will be updated to reflect that change before posting it on the website.

This item was recommended for approval by the Committee.

M. Brooks made a motion to approve the Consolidated GGLDC 1+3 Budget as presented; the motion was seconded by M. Clattenburg. Roll call resulted as follows:

M. Brooks - Yes J. Tretter - Absent
D. Cunningham - Yes P. Battaglia - Yes
M. Clattenburg - Yes C. Yunker - Yes
G. Torrey - Yes P. Zelif - Absent
S. Noble-Moag - Absent

The item was approved as presented.

4.4 12/31/25 Audit Services – Similar conversation as was had on the EDC side. In 2022, the GGLDC and its affiliated corporations issued a joint Request for Proposals (RFP) for Professional Auditing Services. The RFP requested services for three audit years from January 1, 2022 to December 31, 2024, with an option of contracting for an additional two years (2025-2026). The Board approved a 3-year engagement with Mostert, Manzanero & Scott, LLP. L. Farrell noted that the fee for 2025 audit services per the proposal will be \$10,700. The engagement letter includes an option to add on a Single Audit if necessary for an additional \$2,500 (\$13,500 total).

This item was recommended for approval by the Committee.

M. Brooks made a motion to approve the 12/31/25 Audit Services with Mostert, Manzanero & Scott, LLP up to \$13,500 as presented; the motion was seconded by G. Torrey. Roll call resulted as follows:

M. Brooks - Yes J. Tretter - Absent
D. Cunningham - Yes P. Battaglia - Yes
M. Clattenburg - Yes C. Yunker - Yes
G. Torrey - Yes P. Zelif - Absent

S. Noble-Moag - Absent

The item was approved as presented.

4.5 2026 Cleaning Services – Included in the meeting materials was an MOU with Genesee Community College (GCC) for cleaning of common areas of the MedTech Centre building. GCC will clean the building common areas five times per week for a total cost of \$20,000/year. Included in this cost, GCC will provide cleaning supplies and supplies for the restrooms. GCC will also complete annual tile/grout cleaning and floor waxing as part of this agreement.

The MOU term is from 1/1/26 – 12/31/26 and extends automatically unless either party gives written notice to the other to cancel no less than 60 days prior to the anniversary date.

For reference, 2025 common area cleaning services from Commercial Cleaning Services, Inc. were approved with a not to exceed amount of \$18,700 plus reimbursement for supplies.

This item was recommended for approval by the Committee.

M. Brooks made a motion to approve the MOU with Genesee Community College for 2026 cleaning services not to exceed \$20,000 as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Absent
S. Noble-Moag -	Absent		

The item was approved as presented.

4.6 Snow & Ice Removal Contract for MedTech Centre – There is a proposed snow and ice removal contract with the Genesee County Highway Department for the sidewalks and parking lot at the MedTech Centre.

Fund Commitment: Not to exceed \$20,000 from operational funds of MedTech Centre.

Board Action Request: Approval of not to exceed \$20,000 to Genesee County for snow removal services.

This item was recommended for approval by the Committee.

M. Brooks made a motion to approve the Snow & Ice Removal Contract, not to exceed \$20,000 as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

M. Brooks -	Yes	J. Tretter -	Absent
D. Cunningham -	Yes	P. Battaglia -	Yes
M. Clattenburg -	Yes	C. Yunker -	Yes

G. Torrey - Yes P. Zelif - Absent
S. Noble-Moag - Absent

The item was approved as presented.

4.7 GCEDC Economic Development Support Grant – L. Farrell stated that the Economic Development Program Support Grant of \$300,000 was included in strategic investments for 2026 and included with the GGLDC Budget.

This item was recommended for approval by the Committee.

M. Brooks made a motion to approve the \$300,000 GCEDC Economic Development Support Grant for 2026 as presented; the motion was seconded by C. Yunker. Roll call resulted as follows:

M. Brooks - Yes J. Tretter - Absent
D. Cunningham - Yes P. Battaglia - Yes
M. Clattenburg - Yes C. Yunker - Yes
G. Torrey - Yes P. Zelif - Absent
S. Noble-Moag - Absent

The item was approved as presented.

5.0 Governance & Nominating Committee – S. Noble-Moag

5.1 Nothing at this time.

6.0 Other Business

6.1 Nothing at this time.

7.0 Adjournment

As there was no further business, M. Brooks made a motion to adjourn at 4:57 p.m., which was seconded by M. Clattenburg and passed unanimously.