Power People Incentives

Genesee County Economic Development Center

Meeting Agenda – Governance & Nominating Committee
Genesee County Economic Development Center
Thursday, September 3, 2026, 3:30pm
Location: 99 MedTech Drive, Innovation Zone

Page #s	Topic	Discussion Leader	Desired Outcome
	1. Call to Order – Enter Public Session 1a. Executive Session Motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105 for the following reasons: 1. The proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof. 1b. Enter Public Session	C. Yunker	
2-5	**2. Chairman's Report & Activities** 2a. Agenda Additions / Other Business 2b. Minutes: June 4, 2026	C. Yunker	Vote
	3. Discussions / Official Recommendations to the Board: 3a. GGLDC Board Member Appointment	L. Farrell	Disc / Vote
	4. Adjournment	C. Yunker	Vote

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Genesee County Economic Development Center

GCEDC Governance & Nominating Committee Meeting
Thursday, June 4, 2026
Location – 99 MedTech Drive, Innovation Zone
3:00 p.m.

MINUTES

ATTENDANCE

Committee Members: L. Mancuso, C. Yunker, K. Manne, P. Zeliff
Staff: L. Farrell, M. Masse, P. Heimlich, C. Suozzi, K. Galdun, J. Krencik
Guests: S. Noble-Moag (GGLDC Board Member), G. Torrey (GGLDC Board Member)
Absent:

1. CALL TO ORDER / ENTER PUBLIC SESSION

C. Yunker called the meeting to order at 3:02 p.m. in the Innovation Zone.

1a. Enter Executive Session

K. Manne made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 3:03 p.m. for the following reasons:

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 prosed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

The motion was seconded by L. Mancuso and approved by all members present.

G. Torrey joined the meeting at 3:07 p.m.

P. Zeliff joined the meeting at 3:08 p.m.

1b. Re-Enter Public Session

K. Manne made a motion to enter back into public session at 3:14 p.m., seconded by L. Mancuso and approved by all.

L. Farrell informed the Committee that the terms of two GCEDC Board members, C. Kemp and C. Yunker, are scheduled to expire on June 30, 2026. She noted that the Legislature is expected to bring forward appointments for either the renewal of these terms or the appointment of new Board members in the near future.

During a brief discussion regarding the potential impact of any delay in legislative action, G. Torrey assured the Committee that he would work to ensure the matter is addressed in a timely manner.

2. CHAIRMAN'S REPORT & ACTIVITIES

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

2b. Minutes: February 5, 2026

K. Manne made a motion to approve the February 5, 2026 meeting minutes as presented; the motion was seconded by L. Mancuso. Roll call resulted as follows:

P. Zeliff -	Yes
L. Mancuso-	Yes
C. Yunker -	Yes
K. Manne -	Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD

3a. Officer Appointments – The current slate of officers is set to expire on June 30th. Below is listed the current slate of officers:

Chair -	P. Zeliff
Vice-Chair -	M. Gray
Secretary -	P. Heimlich
Treasurer -	L. Farrell
President/CEO -	M. Masse

3b. Authorized to Request Information Regarding Bank Accounts – L. Farrell shared that she and P. Heimlich need to be authorized to request information regarding the bank accounts and to transfer funds between accounts for the GCEDC.

3c. Authorized Signers of Agreements, Contracts, etc.- L. Farrell shared that currently the authorized signers of agreements, contracts, etc. are the Chair (per Bylaws), Vice Chair (per Bylaws), President/CEO (per Bylaws) and C. Suozzi.

3d. Authorized Bank Signers - Audit & Finance Committee members are authorized bank signers, along with M. Masse. All GCEDC checks must be signed by two authorized signers. All checks must be signed by at least one board member.

Line of credit withdrawals must be signed by two authorized signers. All lines of credit withdrawals must be signed by at least one board member.

P. Zeliff made a motion to recommend to the full Board the approval of agenda items 3a-3d as presented; the motion was seconded by K. Manne. Roll call resulted as follows:

P. Zeliff -	Yes
L. Mancuso-	Yes
C. Yunker -	Yes
K. Manne -	Yes

These items were approved as presented.

3e. Board Member Attendance - GCEDC Board member attendance for 2025 was provided with meeting materials for review by the Committee.

C. Yunker stated that, in his view, the Board membership remains fully engaged and actively participates in GCEDC activities.

S. Noble-Moag inquired whether Board member attendance records are communicated to the Legislature. G. Torrey responded that attendance information is generally shared only as part of the Board member reappointment process.

3f. Board Member Evaluation - Evaluations have been completed and received by the Board Chair. Discussion took place during Executive Session. There are no concerns currently.

3g. Annual Project Performance Review - All projects that receive financial assistance are required to report certain information about their project's performance, including total jobs, on an annual basis to the GCEDC. This information is then reported into the Public Authorities Reporting Information System (PARIS). The project performance review took place in the Executive Session. No action is required at this time on any of the projects related to job performance.

P. Heimlich left the meeting at 3:23 p.m.

M. Masse reported that, of the projects reviewed, 70 were found to be in compliance. He noted that two projects were out of compliance; however, their PILOT agreements expired on December 31, 2025. He further explained that nine additional projects are currently within the "1+3" compliance window, which allows one year for construction and up to three years to achieve employment commitments, and therefore are not yet considered out of compliance.

This left six projects that were determined to be out of compliance. These projects were discussed during Executive Session. M. Masse stated that he does not believe any further action is warranted at this time and noted that any changes in the status of these projects during the year would be brought to the Board's attention.

3h. Code of Ethics – L. Farrell stated that the Committee reviews this policy annually. No changes are being recommended; therefore, no vote is required.

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

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

3k. Disposition of Property Guidelines – 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 agenda items 3i-3k as presented; the motion was seconded by K. Manne. Roll call resulted as follows:

P. Zeliff -	Yes
L. Mancuso-	Yes
C. Yunker -	Yes

K. Manne - Yes

These items were approved as presented.

3l. Governance & Nominating Committee Charter – L. Farrell shared that this charter is required to be reviewed annually. No changes are being recommended; therefore, no vote is required.

3m. Committee Self-Evaluation – The Committee evaluated its' responsibilities and its' ability to carry out those responsibilities during the executive session. The Committee feels as if it is carrying out its' duties and is in line with the Committee Charter.

P. Heimlich rejoined the meeting at 3:27 p.m.

4. ADJOURNMENT

As there was no further business, P. Zeliff made a motion to adjourn at 3:28 p.m., seconded by K. Manne, and passed unanimously.

Following the adjournment of the meeting and the call to order of the GGLDC Governance and Nominating Committee meeting, staff identified an agenda item, GGLDC Board Member Appointments, that had inadvertently been omitted from the GCEDC Governance & Nominating Committee meeting. The GCEDC Governance and Nominating Committee meeting was reconvened to consider the item.

C. Yunker recalled the meeting to order at 3:30 p.m. to discuss the item noted above.

S. Noble-Moag and C. Yunker's terms expire on June 30, 2026 and are due for reappointment if so desired. S. Noble-Moag stated that she welcomes a replacement but is willing to serve until another member is appointed.

M. Fitzgerald joined the meeting at 3:32 p.m.

After brief discussion, it was also decided that an additional committee meeting would be added to the calendar to further discuss the above-mentioned replacement.

K. Manne made a motion to recommend to the full Board that 1) S. Noble-Moag is appointed to the GGLDC Board of Directors assuming a 6-year term ending 6/30/32, 2) C. Yunker is appointed to the GGLDC Board of Directors, assuming a 6-year term ending 6/30/32; the motion was seconded by L. Mancuso. Roll call resulted as follows:

P. Zeliff - Yes
L. Mancuso- Yes
C. Yunker - Yes
K. Manne - Yes

These items were approved as presented.

As there was no further business, K. Manne made a motion to re-adjourn at 3:35 p.m., seconded by P. Zeliff, and passed unanimously.