

DRAFT



**GGLDC Board Meeting  
Thursday, June 4, 2026**

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

**GGLDC MINUTES**

**Attendance**

Board Members: D. Cunningham, M. Brooks, C. Yunker, K. Manne, P. Battaglia, G. Torrey, S. Noble-Moag, P. Zeliff

Staff: L. Farrell, M. Masse, K. Galdun, J. Krencik, C. Suozzi, P. Heimlich

Guests: M. Gray (GCEDC Board Member), L. Mancuso (GCEDC Board Member), C. Kemp (GCEDC Board Member), S. Maier (Harris Beach), M. Fitzgerald (Philips Lytle), A. Bacon (Community Member), B. Quinn (The Batavian), M. Pettinella (The Daily News), K. Hallenbeck (Community Member), N. Stein (Community Member), R. Merritt (Community Member), C. Nelson (Community Member), R. Engler (Community Member), R. Beatty (Community Member), L. Torraus (Community Member), K. John (Community Member), P. Smith (Community Member), C. Smith (Community Member), K. Allen (Community Member), S. Howard (Community Member), C. Zinni (Community Member), S. Steele (Community Member)

Absent: J. Tretter

**1.0 Call to Order**

D. Cunningham called the meeting to order at 4:30 p.m. in the Innovation Zone.

**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 –**

**S. Noble-Moag made a motion to add item 4.3 CH4 Biogas ROFR Payment to the agenda; the motion was seconded by M. Brooks. Roll call resulted as follows:**

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

**The item was approved as presented.**

Agenda item 2.3 was inadvertently skipped and was taken up following agenda item 4.2, at which time a vote was conducted.

### **3.0 Report of Management**

**3.1 Nothing at this time.**

### **4.0 Audit & Finance Committee – M. Brooks**

#### **4.1 April 2026 Financial Statements –**

- Normal monthly activity with most of the activity being related to MedTech Centre and on budget as expected.

**M. Brooks made a motion to approve the April 2026 Financial Statements as presented; the motion was seconded by K. Manne. Roll call resulted as follows:**

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

**The item was approved as presented.**

**4.2 Snow and Ice Removal Contract for MedTech Centre –** In October the GGLDC approved a snow and ice removal contract with the Genesee County Highway Department for the sidewalks and parking lot at the MedTech Centre at a not to exceed amount of \$20,000. The GGLDC has received the invoice for the snow removal services and the amount brings the total to \$1,326.82 over the \$20,000.

**Fund commitment:** \$1,326.82 from operational funds of MedTech Centre.

**Board action request:** Approval of \$1,326.82 to Genesee County for snow removal services.

This was recommended for approval by the Committee.

**M. Brooks made a motion to approve the snow removal services with Genesee County for an additional \$1,326.82 as presented; the motion was seconded by K. Manne. Roll call resulted as follows:**

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

**The item was approved as presented.**

Due to this agenda item being skipped previously, it was addressed at this time.

### **2.3 Minutes: May 7, 2026**

**M. Brooks made a motion to recommend approval of the minutes from May 7, 2026; the motion was seconded by K. Manne. Roll call resulted as follows:**

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

**The item was approved as presented.**

**4.3 CH4 Biogas ROFR** – On May 7, 2026, the GGLDC Board approved another ROFR with CH4 Biogas for a 20 acre parcel located at the Ag Park for another 12 month period. The non-refundable deposit amount approved at that time was \$40,000. However, in 2025 the agreement required only a \$20,000 non-refundable amount. The approval for 2026 should reflect the same amount as last year.

**M. Brooks made a motion to approve the ROFR with CH4 Biogas with an amended deposit amount of \$20,000, as opposed to \$40,000; the motion was seconded by P. Battaglia. Roll call resulted as follows:**

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

**The item was approved as presented.**

#### **5.0 Governance & Nominating Committee – S. Noble-Moag**

*The Board voted on agenda items 5.1 through 5.7 collectively. The approval for these items follows agenda item 5.7.*

**5.1 Officer Appointments** - The current slate of officers is set to expire on June 30<sup>th</sup>.

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

The Governance & Nominating Committee has recommended that M. Brooks replace S. Noble-Moag as secretary.

This was recommended for approval by the Committee.

**5.2 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 transfer funds between like accounts for GGLDC and GAB, LLC.

This was recommended for approval by the Committee.

**5.3 Authorized Signers of Agreements, Contracts, etc.-** L. Farrell 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.

**5.4 Authorized Bank Signers -** Audit & Finance Committee members are authorized bank signers. All checks and/or line of credit withdrawals must be signed by two authorized signers.

This was recommended for approval by the Committee.

**5.5 Procurement Policies & Procedures –** This policy is required to be reviewed annually. There are no changes being recommended.

**5.6 Investment Policy -** This policy is required to be reviewed annually. There are no changes being recommended.

**5.7 Disposition of Property Guidelines –** This policy is required to be reviewed annually. There are no changes being recommended.

**S. Noble-Moag made a motion to approve agenda items 5.1- 5.7 as recommended for approval by the Committee; the motion was seconded by G. Torrey. Roll call resulted as follows:**

M. Brooks -	Yes	J. Tretter -	Absent
D. Cunningham -	Yes	S. Noble-Moag -	Yes
K. Manne -	Yes	C. Yunker -	Yes
G. Torrey -	Yes	P. Zelif -	Yes
P. Battaglia -	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, S. Noble-Moag made a motion to adjourn at 4:34 p.m., which was seconded by C. Yunker and passed unanimously.