

OLRC Governance Committee Meeting Minutes

March 4, 2022

**121 N Main Street 2nd Floor Albion NY
Board Room
9:00 a.m.**

Draft

Committee Members Present:

John Misiti, Vice Chairman
Skip Draper, Treasurer
Carol D'Agostino, Member
John Fitzak Member
Ed Urbanik, Member

Committee Members Absent:

Paul Hendel, Chairman

Also Present:

Michael Dobell, CEO/CFO
Gabrielle Barone, Vice President Development
Diane Blanchard, Micro-Enterprise Business Coordinator
Kevin Zanner, OEDA Legal Counsel

- I. Roll Call----** The meeting was called to order by Vice Chairman John Misiti at 9:00 a.m. Diane called the roll. Committee members Skip Draper, John Misiti, Ed Urbanik, Carol D'Agostino and John Fitzak were present, constituting a quorum of the Committee.
- II. Approval of Previous Governance Committee Meeting Minutes. (Electronic)**
(None)
- III. Legal---No report.**
- IV. Old Business---Board Evaluation Summary**—Michael reviewed with the Board the results of the Board self-evaluation process. A summary results form will be submitted to the Authorities Budget Office.
- V. New Business**

Recommend or not Recommend 2021 Property Report

Michael Dobell presented the 2021 Property Report. Ed Urbanik made a motion to recommend that the Board of Directors approve the 2021 Property Report as presented.

The motion was seconded by John Fitzak and unanimously carried (5-0-0). **M0322-001**

Recommend or not Recommend the Guidelines and Policy Review

The following policies and guidelines were presented to the Committee for review:

Investment Policy:

Skip Draper made a motion to recommend that the Board of Directors approve the Investment Policy without any changes to the current policy. The motion was seconded by Ed Urbanik and unanimously carried. (5-0-0). **M0322-002.**

Property Disposal Guidelines:

John Fitzak made a motion to recommend that the Board of Directors approve the Property Disposal Guidelines without any changes to the current guidelines. The motion was seconded by Carol D'Agostino and unanimously carried. (5-0-0). **M0322-003.**

Procurement Policy:

Ed Urbanik made a motion to recommend that the Board of Directors approve the Procurement Policy without any changes to the current policy. The motion was seconded by Skip Draper and unanimously carried. (5-0-0). **M0322-004.**

VI. Adjournment

Skip Draper made a motion to adjourn the meeting subject to Chairman's recall, seconded by Carol D'Agostino. Motion Passed (5-0-0).

Respectfully Submitted,

Diane Blanchard