

OLRC Governance Committee Meeting Minutes

March 12, 2021

121 N Main Street 2nd Floor Albion NY

Board Room

8:45 a.m.

Draft

Committee Members Present:

Paul Hendel, Chairman

John Misiti, Vice Chairman

Skip Draper, Treasurer

Carol D'Agostino, Member

John DeFilipps, Assistant Secretary

Ed Urbanik, Member

Committee Members Absent:

Ken DeRoller, Secretary

Also Present:

Michael Dobell, CEO/CFO

Jim Whipple, OEDA

Gabrielle Barone, Vice President Development

Diane Blanchard, Micro-Enterprise Business Coordinator

Kevin Zanner, OEDA Legal Counsel

Pursuant to Executive Order 202.1, as amended, suspending certain provisions of the Open Meetings Law, this meeting of the Governance Committee was held via video conference call with a live video stream made available at the OEDA website to facilitate public access. The meeting was recorded, and a transcript of the meeting will be posted at the website at a later time. A roll vote was conducted for each item for which a Committee vote was taken in order to assure that Committee member votes were correctly recorded.

- I. **Roll Call---** The meeting was called to order by Chairman Paul Hendel at 8:45 a.m. Diane called the roll. Committee members Hendel, Misiti, Draper, D'Agostino, Urbanik, and DeFilipps were present, constituting a quorum of the Committee.
- II. **Approval of Previous Governance Committee Meeting Minutes---**None.
- III. **Legal---**Kevin Zanner reported that the Executive Order which permits governmental entities to meet remotely is scheduled to expire on March 16th but is likely to be extended.
- IV. **Old Business---**None.

V. New Business

Recommend or not Recommend 2020 Property Report

Michael Dobell presented the 2020 Property Report. Ed Urbanik made a motion to recommend that the Board of Directors approve the 2020 Property Report as presented. The motion was seconded by Carol D'Agostino and unanimously carried (6-0-0).

Recommend or not Recommend the Guidelines and Policy Review

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

Investment Policy:

Carol D'Agostino 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. (6-0-0). M0321-001.

Property Disposal Guidelines:

Carol D'Agostino 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 John Misiti and unanimously carried. (6-0-0). M0321-002.

Procurement Policy:

John DeFilipps 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. (6-0-0). M0321-003.

VI. Adjournment

Ed Urbanik made a motion to adjourn the meeting subject to Chairman's recall, seconded by John Misiti. Motion Passed (6-0-0).

Respectfully Submitted,

Diane Blanchard