

# COIDA Governance Committee Meeting Minutes

March 12, 2021

121 N Main Street 2<sup>nd</sup> Floor Albion NY

Board Room

8:00 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 8:00 a.m. Diane called the roll. Committee members Hendel, Misiti, Draper, DeFilipps and Urbanik were present, constituting a quorum of the Committee.
- II. **Approval of Previous Board Meeting\_Minutes** ----None.
- III. **Legal**---No report.
- IV. **Old Business**---None.

**V. New Business**

**Recommend or not Recommend the 2020 Property Report**

Michael Dobell presented the 2020 Property Report. John Misiti made a motion to recommend that the Board approve the 2020 Property Report as presented. The motion was seconded by Skip Draper and unanimously carried (5-0-0).

Carol D'Agostino joined the meeting following the presentation and vote on the 2020 Property Report.

**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:**

Ed Urbanik made a motion to recommend that the Board approve the Investment Policy without any changes to the current policy. The motion was seconded by John Misiti and unanimously carried (6-0-0) M0321-01.

**Property Disposal Guidelines:**

John DeFilipps made a motion to recommend that the Board 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) M0321-02.

**Procurement Policy:**

John Misiti made a motion to recommend that the Board approve the Procurement Policy without any changes to the current policy. The motion was seconded by Carol D'Agostino and unanimously carried (6-0-0). M0321-03

**VI. Executive Session-None.**

**VII. Adjournment**

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

Respectfully Submitted,

Diane Blanchard