

**The Orleans County Local Development Corporation
Governance Committee Meeting**

April 4th, 2024

**121 N Main St., 2nd Floor, Albion, New York
Board Room
8:30 a.m.**

Committee Members Present:

John Misiti, Chairman
Bill Eick
Fred Miller
Kathy Blackburn, Secretary

Committee Members Absent:

Laura Bentley, Treasurer
Skip Draper

Also Present:

Michael Dobell, CEO/CFO OEDA
Matt Holland, OEDA Admin/MAP Manager
Gabrielle Barone, OEDA Vice President Business Development
Kevin Zanner, Hurwitz Fine P.C., Legal Counsel (via Zoom)

The meeting was called to order by Chairman John Misiti at 8:43 am.

I. Roll Call

Matt Holland called the roll of Governance Committee members. John Misiti, Bill Eick, Fred Miller, and Kathy Blackburn were present, constituting a quorum of the Governance Committee.

**II. Approval of Previous OCLDC Governance Committee Meeting Minutes
June 1st 2023**

The June 1st 2023 Governance Committee meeting minutes were reviewed by the committee. A motion was made by Bill Eick to approve the meeting minutes as presented. The motion was seconded by Fred Miller and unanimously carried.

III. Financials – None.

- IV. Legal---** No report.
- V. Executive Session--**None.
- VI. Loans/Grants—**No report.
- VII. Operations—**No report.
- VIII. Projects-**No report.
- IX. Old Business-**None.
- X. New Business**

Review of Guidelines and Policies

Investment Policy

Michael presented the OCLDC investment policy. No changes were proposed to the investment policy. Kathy Blackburn made a motion to recommend that the Board of Directors approve the investment policy as presented, seconded by Fred Miller, and unanimously carried.

Real Property Acquisition Policy

Michael presented the real property acquisition policy. No changes were proposed to the real property acquisition policy. Fred Miller made a motion to recommend that the Board of Directors approve the real property acquisition policy as presented, seconded by Kathy Blackburn, and unanimously carried.

Property Disposal Guidelines

Michael presented the property disposal guidelines. No changes were proposed to the property disposal guidelines. Kathy Blackburn made a motion to recommend that the Board of Directors approve the property disposal guidelines as presented, seconded by Fred Miller, and unanimously carried.

Procurement Policy

Michael presented the procurement policy. No changes were proposed to the procurement policy. Kathy Blackburn made a motion to recommend that the Board of Directors approve the procurement policy as presented, seconded by Bill Eick, and unanimously carried.

Review of the Governance Committee Charter

Michael presented the OCLDC Governance Committee Charter to the committee. No changes were proposed to the charter. Bill Eick made a motion to recommend that the Board of Directors approve the Governance Committee charter as presented, seconded by Fred Miller, and unanimously carried.

Approval of the 2023 Property Report

Michael reviewed the OCLDC's 2023 Property Report. There were no new sales or changes to add to the report from 2023. The OCLDC does not own any real property. Fred Miller made a motion to approve the property report, seconded by Bill Eick, and unanimously carried.

XI. Motion to Adjourn

Motion to adjourn subject to Chairman's recall made by Kathy Blackburn, seconded by Fred Miller and unanimously carried at 8:48 a.m.

Respectfully Submitted,

Matt Holland