

**ONTARIO COUNTY ECONOMIC DEVELOPMENT CORPORATION
GOVERNANCE COMMITTEE**

Minutes of January 24, 2019 Meeting

Members Present:	Non-Members Present:
Fred Lightfoote	Mike Manikowski
Karen Springmeier, Chair	Suzanne Vary
Joe Bridgeford	Michael Wojcik
	Brigitte Larson

Chairperson Springmeier called the meeting to order at 9:14 a.m.

March 9, 2018 Meeting Minutes:

Supervisor Fred Lightfoote moved to approve the March 9, 2018 minutes as written. Joe Bridgeford seconded the motion. Unanimously approved.

Select Board Member to fill term of Jodi Earle (3/31/21):

Sue Vary discussed numerous candidates with the Committee. Sue explained that the Staff has looked at candidates representing different sectors with sensitivity to manufacturing. The Staff would also like to have another woman on the Board, as there are only two out of eleven members currently. The Committee recommended that the Staff proceed with reaching out to the candidate to see if she is interested in serving on the OCEDC Board and continue as necessary.

Membership Renewal:

Suzanne Vary stated that the following Board members have agreed to serve another term.

Rob Sollenne (4/1/19-3/31/22)

Dave Bunnell (4/1/19-3/31/22)

Walt Matyjas (4/1/19-3/31/22)

Joe Bridgeford made a motion to approve the membership renewals for Rob Sollenne, Dave Bunnell, and Walt Matyjas. Supervisor Fred Lightfoote seconded the motion. Unanimously approved. Motion carried.

Slate of Officers:

Suzanne Vary stated that the following Board members have agreed to serve another year in the following Officer positions:

Rob Sollenne, Chair

Joe Bridgeford, Vice-Chair

Dave Bunnell, Secretary

Kevin Hill, Treasurer

Joe Bridgeford had agreed to hold the Vice-Chair position for another year.

Joe Bridgeford made a motion to approve the Slate of Officers. Supervisor Fred Lightfoote seconded the motion. Unanimously approved. Motion carried.

Committee Assignments:

Governance Committee:

Karen Springmeier

Joe Bridgeford

Supervisor Fred Lightfoote

Audit Committee:

Kevin Hill

Dave Bunnell

Supervisor Fred Wille

Finance Committee:

Karen Parkhurst
Robert Sollenne
Walt Matyjas

Small Business Committee:

Karen Parkhurst
Karen Springmeier
Supervisor Dan Marshall

FTZ Advisory Board:

Karen Parkhurst

Supervisor Fred Lightfoote made a motion to approve the Committee Assignments as presented; recommended that Supervisor Fred Wille be added to the Audit Committee; and recommended asking a Board member to serve on the Foreign Trade Zone Advisory Board to fill Jodi Earle's position. Joe Bridgeford seconded the motion. Unanimously carried.

Policies and Procedure Amendments:

Michael Wojcik explained that there is an addition to the Policy and Procedures titled "Preferred Source Procurement", which has been required by the Authorities Budget Office (ABO). This states that under Section 162(4) of State Finance Law, public authorities and public benefit corporations to purchase certain approved products and services from preferred sources if available. There are currently three Preferred Source Organizations that shall be reviewed for needed product and services. Any product or services secured from these organizations are exempt for the State's required competitive bid process.

Michael stated there were no other significant changes.

Joe Bridgeford made a motion to accept the OCEDC Policies and Procedures as amended. Supervisor Fred Lightfoote seconded the motion. Unanimously approved. Motion carried.

OCEDC Loan Portfolio:

Joe Bridgeford reminded the Committee and Staff that it has been a discussion among the Board to have the Governance Committee meet and discuss allocation of funds to start-up companies, and to define what would be considered a start-up. The question was addressed and the Committee is not making any recommendations to modify the loan policy as of yet.

Adjournment:

Supervisor Fred Lightfoote made a motion to adjourn the OCEDC Governance Committee meeting at 9:50 a.m. Joe Bridgeford seconded the motion. Unanimously approved. Motion carried.

Respectfully submitted,

Brigitte Larson