

**Griffiss Local Development Corporation
Board of Directors Meeting Minutes
584 Phoenix Drive, Rome NY 13441
January 21, 2021 - 4:00 p.m.**

Members Present: Franca Armstrong, Elis Delia, Debra Grogan, Erin Weiman, Mike Manuel, Dave Winberg, Frank Vetrone, Eric Pietrowski, Evan DeGennaro

Others Present: Mike Callan, Jennifer Waters, Steve DiMeo, Shawna Papale, Maureen Carney, Bill VanShufflin, Peter Zawko, Christian Mercurio

Mr. Delia called the meeting to order at 4:00 p.m.

Upon a motion by Mr. Vetrone, and seconded by Ms. Armstrong, the board unanimously approved the minutes from the December 17th Board meeting. The minutes from the Executive Committee will need to be approved at the next Executive Committee Meeting.

Financials:

Ms. Carney presented the interim monthly financial statements. She noted that there is an increase in cash over the past 12 months because of the closing on several land sales including Bonacio for Phase 2A. The PPP loan has been formally forgiven. The revenues are within 1% of the budget and expenses are within 1% of budget. The 2020 audit begins shortly and the Audit Committee will meet prior to the March Board Meeting.

Committee Reports:

None

New Business:

Staff presenting the board with a sublease to Atlantic Testing for 319 GSF, 319 GFS and 965 GFS (total 1603 gross square feet) of office space (known as Suite 101,102, and 104) in Building No. 780 located on 584 Phoenix Drive, Rome, New York for a period of one year with a month-month option after one year.

On a motion by Ms. Grogan, and seconded by Mr. Vetrone the board voted unanimously to approve the Atlantic Testing Sublease.

Staff presented the board with an updated GLDC Personnel Policy to address the change in NYS laws including the new Sick and Safe Leave law. Policy has been review by legal counsel.

On a motion by Ms. Grogan, and seconded by Mr. Vetrone the board voted unanimously to approve the updated GLDC Personnel Policy.

Old Business:

Mr. DiMeo noted that staff is beginning to identify debt restructuring opportunities and will be coming back before the board with those options.

There being no further business, the meeting was adjourned by consensus at 4:15 p.m.

Respectfully Submitted,
Jennifer Waters
Secretary