

TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY
Minutes of the Governance Committee Meeting
February 2, 2018 – 8:30 AM
Agency Office, 4287 Main Street

Governance Committee: Michele F. Marconi
Michael R. Szukala
E. Marshall Wood, Jr.

Guests: Steven D. Sanders
Honorable Timothy Drury
David S. Mingoia, Executive Director

Ms. Marconi opened the meeting at 9:08 AM and requested a motion to approve the minutes of the February 2017 Governance Committee Meeting. Mr. Sanders made the motion, and it carried unanimously.

Mr. Mingoia provided a summary of a new policy suggested by the Authority Budget Office (ABO): Statement of Board Member Skills, Qualities and Experiences. He noted that we could not compel the Town Board to adhere to this policy, but it was a suggested guide for their selection process of potential Board Members. Mr. Sanders made a motion to forward the policy to the Board of Directors. The motion carried unanimously.

Mr. Mingoia reviewed the new Sublease Amendment Policy, which allows for administrative execution of non-material subleases. Ms. Marconi made a motion to forward the policy to the Board of Directors. The motion carried unanimously.

Mr. Mingoia provided an update to the Draft Countywide Eligibility Policy, which has been delayed somewhat due to a larger policy discussion occurring at the Erie County IDA regarding that Agency's Adaptive Reuse and Housing Policy. After some discussion, it was agreed to continue to participate in ECIDA's working committee and move forward on the overall policy after that process concludes.

Mr. Mingoia provided a summary on the Annual Agency ABO Report, which was modified to include status updates on actual project progress and new policies passed by the Board during the reporting period. After discussion, Mr. Sanders made a motion to forward the report to the Board of Directors. The motion carried unanimously.

At 10:07 AM, Ms. Marconi made a motion to adjourn. The motion carried unanimously.