

**Geneva Industrial Development Agency
City Hall, 47 Castle Street, Geneva, New York
And via Zoom livestreamed to GIDA's YouTube Page
October 6, 2023 at 8:30am**

Annual Meeting Minutes

In Attendance:

Anne Nenneau
Irene Rodriguez
RJ Passalacqua
Rick Bley
Ben Vasquez*
Lowell Dewey
**remote attendance*

Others present:

Tracy Verrier, MRB Group
Emma Falkenstein, MRB Group
Amie Hendrix, City of Geneva
David West, City of Geneva
Emma Powlin, Harris Beach
Matt Chatfield, Caliber Commercial
Brokerage*
Maureen Lee, GCSD*
Myles Webster, Webster Properties LLC*

MEETING CALL TO ORDER

Chair Anne Nenneau called the meeting to order at 8:30 am with a quorum present.

ADMINISTRATIVE REPORTS

Financial Report:

Tracy Verrier provided an overview of the annual financial report, noting the inclusion of the park partnership balance sheet. She noted that no big projects closed in 2023 as the Trinity and Nardozzi projects are still outstanding, resulting in lower overall revenue for the year. However, these projects are in the works and will result in additional revenue in the coming months.

- Motion to approve the annual financial report by Irene Rodriguez, second by Rick Bley. Motion passed unanimously.

New Items

Policy Review and Approval:

Tracy Verrier informed the board that there were no recommended changes to the IDA's policies from the prior year.

- Motion to approve all the IDA policies as presented by Lowell Dewey, second by RJ Passalacqua. Motion passed unanimously.

Tracy Verrier noted that the board will need to pass a resolution to appoint David West as the contacting officer and PARIS certifier once the City takes over full administration of the IDA.

Office & Committee Appointments:

Tracy Verrier provided an overview of the IDA's committee officers and appointments. She noted that Anne Nenneau and Irene Rodriguez will stay in the position of chair and secretary/treasurer. She stated that the board will need a vice chair and will need to fill vacancies on the governance committee and audit committee.

Tracy suggested filling the vice chair position and waiting until the new board member joins to fill the remaining committee vacancies. Irene Rodriguez nominated Lowell Dewey to be vice chair.

- Motion to approve Lowell Dewey as vice chair by RJ Passalacqua, second by Ben Vasquez. Motion passed unanimously.

Board Member Forms:

Tracy encouraged the board members to fill out the forms distributed in the meeting packet including the acknowledgment of fiduciary duty, board self-evaluation, and conflict of interest statement.

ADJOURNMENT

- Motion to adjourn at 8:39 by Irene Rodriguez, second by RJ Passalacqua. Motion carried unanimously.