

A meeting of the Board of Directors of the Greater Syracuse Property Development Corporation ("GSPDC") was convened in public session at the offices of the GSPDC located at 333 West Washington Street, Suite 130, Syracuse, New York 13202 on August 13, 2013 at 12:30 p.m.

The meeting was called to order by the Chairman and, upon roll being called, the following directors of the GSPDC were:

**PRESENT:**

Vito Sciscioli, Chair  
Mary Beth Primo, Vice Chair  
Daniel Barnaba, Treasurer  
Dwight L. Hicks, Secretary  
James Corbett

**ABSENT:**

**FOLLOWING PERSONS WERE ALSO PRESENT:**

Katelyn Wright	Executive Director
John P. Sidd, Esq.	GSPDC Counsel

The following resolution was offered by Mary Beth Primo, seconded by Dwight L. Hicks, to wit:

Resolution No.: 34 of 2013

**RESOLUTION APPROVING PRIVACY POLICY**

WHEREAS, the Board of Directors has determined that it is the best interest of the GSPDC to set forth its policies with respect to the safeguarding of private information; and

WHEREAS, the Members of the Board have reviewed the terms and conditions of the Privacy Policy attached hereto as Schedule A.

NOW, THEREFORE, BE IT RESOLVED BY THE GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION AS FOLLOWS:

Section 1. The recitals above are hereby incorporated into this Resolution as if fully set forth herein.

Section 2. The Members of the Board hereby approve and adopt the Privacy Policy in the form thereof presented at this meeting and attached hereto as Schedule A.

Section 3. The Chairman of GSPDC is hereby authorized and directed to execute all documents on behalf of GSPDC which may be necessary or desirable to further the intent of this Resolution and do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.

Section 4. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Vito Sciscioli	VOTING	<u>Yes</u>
Mary Beth Primo	VOTING	<u>Yes</u>
Daniel Barnaba	VOTING	<u>Yes</u>
Dwight L. Hicks	VOTING	<u>Yes</u>
James Corbett	VOTING	<u>Yes</u>

The foregoing Resolution was thereupon declared and duly adopted.

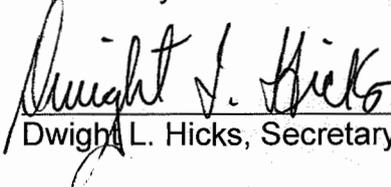
STATE OF NEW YORK            )  
COUNTY OF ONONADAGA    ) ss.:

I, the undersigned Secretary of the Greater Syracuse Property Development Corporation (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the directors of GSPDC, including the Resolution contained therein, held on August 13, 2013 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of GSPDC and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all directors of GSPDC had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the directors of GSPDC present through said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of GSPDC this 17<sup>th</sup> day of September, 2013.

  
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Dwight L. Hicks, Secretary

## "Schedule A"

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### GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION

201 East Washington Street, Suite 500  
Syracuse, NY 13202  
Tel (315) 448-8177 Fax (315) 448-8705

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### PRIVACY POLICY

The Greater Syracuse Property Development Corporation (the "GSPDC") has adopted this Privacy Policy to ensure that private information obtained from any source is properly safeguarded. "Private Information" includes social security numbers, financial history, credit report information, bank account numbers, credit card numbers, driver's license numbers and other personally identifiable information.

The GSPDC will not disclose Private Information to third parties without the consent of the person who provided the Private Information unless such disclosure is required by law. The GSPDC will not sell, trade, or rent Private Information to third parties under any circumstances. The GSPDC will only keep collected Private Information for as long as reasonably necessary and will use it only for the purposes for which it was collected. Access to Private Information will be restricted to employees who must use it to fulfill the purposes for which the Private Information was obtained.

The GSPDC will use reasonable security measures to ensure the administrative and physical security of the Private Information and to protect the Private Information from any unauthorized access or use. Security measures employed by the GSPDC will include the following:

- Encrypting emails containing Private Information
- Installing software protections on all GSPDC computers and networks
- Limiting employee access to Private Information
- Maintaining secure offices
- Never printing or displaying full social security, driver's license, or account numbers unnecessarily.

The GSPDC will dispose of Private Information by permanently deleting electronic records and shredding physical records. The GSPDC will dispose of computer equipment only after all hard disks and media have been completely and permanently wiped clean.