
**GREATER SYRACUSE
PROPERTY DEVELOPMENT CORPORATION**

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Minutes

Greater Syracuse Property Development Corporation
GOVERNANCE COMMITTEE MEETING
Friday, November 30, 2012, 12:30 P.M.
333 W. Washington Street, Suite 130
Syracuse, NY 13202

Members Present: Vito Sciscioli, James Corbett, Mary Beth Primo

Others Present: Daniel Barnaba, Dwight Hicks, Thomas Babilon, Katelyn Wright, Ben Walsh, Lamont Mitchell

I. Call to order

Vito Sciscioli called the meeting to order at 12:34 p.m.

II. Roll Call

Mr. Sciscioli noted that all members were present.

III. Proof of Notice

Mr. Sciscioli noted that the public notice of the meeting had been timely and properly provided.

IV. Approval of Minutes

Mr. Sciscioli asked if there were any comments on or amendments to the minutes provided from the November 2, 2012 meeting of the governance committee. Hearing none he asked for a motion to approve the minutes. Mary Beth Primo motioned to approve the minutes from the November 2, 2012 meeting of the governance committee. Jim Corbett seconded this motion. **ALL MEMBERS PRESENT UNANIMOUSLY ACCEPTED THE MINUTES FROM THE NOVEMBER 2, 2012 MEETING OF THE GOVERNANCE COMMITTEE.**

V. Old Business

Investment Policy

Tom Babilon indicated that he'd requested a formal opinion on whether the Board could delegate investment decisions and that there was some conflict between the land bank act and other portions of the Not-for-Profit Corporation Law in this regard. The Attorney General's office indicated that they would review the matter and provide guidance shortly. In the meantime, he recommended the item be tabled. Jim Corbett moved to table the matter until more information is provided. Mary Beth Primo seconded this motion. **ALL MEMBERS PRESENT UNANIMOUSLY AGREED TO TABLE THE MATTER UNTIL MORE INFORMATION IS PROVIDED.**

Property Acquisition Policy

Ms. Wright indicated that the draft previously considered by this committee included only what is legally permissible regarding the acquisition of property, but that she had completed further research on policies to incorporate, up to the discretion of the Board, governing the acquisition of property that ensure furtherance of the GSPDC's mission. She presented policies adapted from the Genesee County (Flint, MI) Land Bank and policies specifically recommended for the GSPDC by the Center for Community Progress and recommended that they discuss the merits of each and how they would apply to local conditions and the GSPDC's mission. Each was discussed point-by-point, providing guidance to Tom Babilon to incorporate certain policy statements into the Acquisition Policy for the Governance Committee's consideration at their next meeting.

VI. New Business

No new business was raised at this time.

VII. Discussion

Advertising for an Executive Director and Soliciting Legal Counsel

Mr. Sciscioli noted that since this was not a full board meeting and that this topic should be discussed with the full board, discussion would be postponed until the December 11, 2012 meeting. Ms. Primo requested that Katelyn present a draft RFP for legal counsel to the full board at that time, in addition to the materials attached to this agenda packet.

PAAA Reporting Requirements

Ms. Wright indicated that a budget report for the coming fiscal year is due at this time. Mr. Babilon presented a summary of PAAA reporting requirements and indicated that the Board must adopt a budget for the coming year prior to its submission to the Authorities Budget Office. Ms. Wright suggested that the preliminary budget being used for fundraising be submitted, and indicated that the budget may be amended as it's refined. The committee recommended that this draft budget already in circulation be brought to the board for their adoption on December 11, 2012.

VIII. Other Business

IX. Adjournment

Mr. Sciscioli asked for motion to adjourn. Mr. Corbett motioned to adjourn the meeting. Ms. Primo seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUS AGREED TO ADJOURN THE MEETING AT 1:55 P.M.**