

Tompkins County Development Corporation
Board of Directors Meeting Final Minutes
November 9, 2022 – 2:30 PM
TC Legislative Chambers
121 E. Court Street
Ithaca NY 14850

Present: Rich John, Faith Vavra, Jeff Gorsky, Shawna Black, Mike Sigler, John Guttridge, Todd Bruer

Guests: Frost Travis (GPA Management, LLC), Lincoln Morse, Zachary Rosenbaum, Brian Poulson (Cliff Street Retreat), Todd Fox, Laura Mattos-remotely (132 Cherry Clinton, LLC)

Staff: Heather McDaniel, Ina Arthur (IAED), Kyle Gooch-remotely, Russ Gaenzle-remotely (Harris Beach), Rick Snyder, Andrew Braman (TC Finance)

CALL TO ORDER

Rich John called meeting to order at 2:35 pm.

PRIVILEGE OF THE FLOOR - None

ADDITIONS TO THE AGENDA – None

Rich Snyder, Tompkins County Finance Director, addressed the board to introduce Andrew Braman, Deputy Director of Finance, who would be taking over the bookkeeping duties for the TCIDA and TCDC until the County appoints a new Finance Director.

Rich John thanked Rick Snyder for his work with the TCIDA for the past nine years. John Guttridge thanked him for his service and professionalism.

BUSINESS

TCDC Public Meeting Videoconference Policy - Approval

Rich John stated that the reason for developing this policy is so all board members can have an opportunity to present their views even when circumstances dictate that they are not physically able to be present at a meeting.

Heather McDaniel reported that the Governance Committee reviewed and recommended the TCDC Public Meeting Videoconference Policy. The policy outlines the circumstances that could allow a board member to participate in a board meeting remotely due to extenuating circumstances and the procedures to follow. The procedures are guided by public officer's law.

John Guttridge asked about item 4b – which references being under direct orders from a doctor not to attend. Would a board member need to present a doctors note?

Heather McDaniel stated that section 4e of the policy covers other unforeseen factors or events so perhaps this could cover not attending due to illness such as COVID.

Counsel stated that policies such as this one are new and there is no rule that defines an extenuating circumstance.

Rich John asked there is some sort of honor system, if you are sick, please let us know and not attend the meeting.

John Guttridge made a motion to approve the TCDC public meeting videoconference policy. Todd Bruer seconded the motion.

John Guttridge asked for clarification on when a member will be participating remotely, can the public also have access to the zoom link? No, if the board member cannot attend the meeting in person but can attend in another location that the public has access to, then the public would be notified of this fact and the location. However, if the member is not able to be in another public location, then the member would participate remotely but the public would not be able to attend remotely. Notification should be given as far in advance as possible.

John Guttridge asked that second 4b of the policy be changed to: **“Communicable illness or illness whereby they are under direct orders from a doctor not to attend in-person meetings.”**

This change to the motion was seen as friendly. **The motion was approved 7-0.**

CHAIRS REPORT – none

STAFF REPORT – none

MINUTES

Jeff Gorsky made a motion to approve the draft minutes from the TCDC Board meetings on October 12, 2022. John Guttridge seconded the motion. The motion was approved 7-0

The meeting adjourned at 3:03 pm.

Minutes were approved at the December 14, 2022 meeting.