

NIAGARA POWER COALITION MEETING MINUTES

Wednesday, March 28, 2017 – 12:00 p.m.

Niagara County Department of Economic Development
6311 Inducon Corporate Drive, Suite One
Sanborn, New York 14132

1.0 Call to Order

Chairperson Wallace called the meeting to order at 12:12 p.m.

2.0 Roll Call

Ms. Melloni performed roll call:

Representatives Present:

Mark Laurrie, Superintendent	Niagara Falls City School District
Paul Casseri, Superintendent	Lewiston Porter School District
Thomas Burgasser, Esq.	Niagara County
Scott Hapeman, Esq.	Niagara Wheatfield School District
Lee Wallace, Chairperson	Town of Niagara
Steve Broderick	Town of Lewiston
Thomas O'Donnell, Esq., Vice Chairperson	City of Niagara Falls

Alternates/Guests:

Jackie Siegmann	Town of Niagara
Tom Prohaska	Buffalo News
Sara Dayton	Lumsden McCormick

Staff Present:

Mary Melloni, Secretary
Stan Widger, Esq., NPC Counsel, Nixon Peabody

3.0 Annual Membership Meeting

3.1 Confirm Directors/Membership

Chairperson Wallace asked for a motion to confirm that the Directors/Membership are correct as currently listed. Mr. Wallace made the motion, seconded by Mr. Hapeman. Mr. Casseri requested that his e-mail address be corrected. Motion passed.

3.2 Elections

3.2.1 Elect Chairperson & CEO/President

Mr. Widger asked for nominations for the position of Chairperson and CEO/President of the Niagara Power Coalition.

Mr. O'Donnell nominated Mr. Wallace as Chairperson/President of the Niagara Power Coalition; Mr. Burgasser seconded the nomination. There were no other nominations; nominations were closed. Nomination was unanimously approved.

3.2 Elections (Continued...)

3.2.2 Elect Vice Chairperson

Mr. Widger asked for nominations for the position of Vice Chairperson of the Niagara Power Coalition.

Mr. Laurrie nominated Mr. O'Donnell as Vice Chairperson of the Niagara Power Coalition; Mr. Wallace seconded the nomination. There were no other nominations; nominations were closed. Nomination was unanimously approved.

3.2.3 Elect Treasurer

Mr. O'Donnell nominated Ms. Siegmann as Treasurer of the Niagara Power Coalition; Mr. Wallace seconded the nomination. There were no other nominations; nominations were closed. Nomination was unanimously approved.

3.3 Appoint Committees

3.3.1 Audit/Finance Committee

Mr. Hapeman, Mr. Wallace, and Mr. Laurrie are current members of the Finance/Audit Committee.

3.3.2 Governance Committee

Mr. Casseri, Mr. O'Donnell and Mr. Broderick are current members of the Governance Committee.

3.3.3 Ad Hoc Committee (Funding and related matters)

Mr. Massaro, Mr. Wallace, Mr. Burgasser and Mr. Laurrie serve on the Ad Hoc Committee for Funding and Related Matters.

Mr. O'Donnell made a motion, seconded by Mr. Hapeman, to keep the current slate of committee members. Motion carried.

3.4 2016 NPC Audit Report

Ms. Sara Dayton of Lumsden & McCormick gave a brief summary of the 2016 NPC Audit Report (*a copy of which will be attached hereto and become a part hereof these minutes.*)

Ms. Dayton reviewed the financial statements. She stated that operating expenses have been very consistent with no concerns noted. Cash balances are up. Membership dues are down considerably which allowed lower dues. There was a reimbursement to the NPC from the Town of Lewiston. Legal fees were down by \$8,000. Pages 6 & 7 show all activity of the Host Communities and projects that have been funded, etc. She explained that typically a client will prepare their own financial statements and the auditor will review them; however, she wanted to disclose that they are involved in assisting with the NPC financial statements. The management letter shows no weaknesses or deficiencies. Communications Letter has no problems with the NPC providing information.

Mr. Casseri made a motion to accept the 2016 NPC Audit as presented; seconded by Mr. Hapeman. Motion passed.

3.5 2016 PAAA Requirements for Authority Budget Office (ABO)

3.5.1 Reaffirm NPC Mission Statement & Performance Measurements for 2016

Mr. Widger explained that the reaffirming of the Mission Statement and Performance Measurements and reporting of the Performance Evaluation of the Board are all requirements of PAAA.

Chairperson Wallace indicated that the Governance Committee reviewed the Mission Statement and Performance Measurement Standards and found all to be in order and that the standards have been complied with over the past year by the Niagara Power Coalition. He is recommending that both be reaffirmed.

Mr. O'Donnell made a motion, seconded by Mr. Wallace, to reaffirm the Mission Statement and Performance Measurement Standards as recommended by the Governance Committee. Motion passed.

3.5.2 Summary Results of Confidential Evaluation of Board Performance

The results were received of the Confidential Evaluation of Board Performance and they have been distributed to all members of the NPC. This information will be reported to the Authority Budget Office as required.

Mr. O'Donnell made a motion, seconded by Mr. Wallace, to accept the result of the Confidential Evaluation of Board Performance. Motion passed.

3.5.3 Reaffirm NPC Policies for 2015

The Governance Committee reviewed the policies and procedures of the NPC and found them to be in order and all had been complied with by the NPC. It is recommended that the policies be reaffirmed by the NPC membership.

Mr. Hapeman made a motion, seconded by Mr. O'Donnell, to reaffirm the NPC Policies and Procedures as recommended by the Governance Committee. Motion passed.

3.5.5 Approve 2014 Annual Report for ABO

Mr. Widger explained that the NPC is obligated to provide an Annual Report to the Authority Budget Office annually. This year's report is comparable to the previous years' reports.

Mr. Hapeman made a motion, seconded by Mr. O'Donnell, to approve the 2016 Annual Report to be filed with the Authorities Budget Office. Motion passed.

4.0 Correspondence – None.

5.0 Unfinished Business – None.

6.0 New Business – None.

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7.0 Legal Counsel – None.

8.0 Next Meeting – To be Determined

9.0 Adjournment

***Mr. Laurrie made a motion to adjourn, seconded by Mr. Broderick. Motion passed.
Meeting adjourned at 12:30p.m.***

Respectfully submitted,

Mary P. Melloni

Mary P. Melloni
Secretary