

NIAGARA POWER COALITION MEETING MINUTES

Tuesday, March 24, 2015 – 12:45 p.m.

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

1.0 Call to Order

Chairman Ross called the meeting to order at 12:49 p.m.

2.0 Roll Call

Ms. Melloni performed roll call:

Representatives Present:

Cynthia Bianco, Superintendent / Chairperson, HCSC	Niagara Falls City School District
Chris Roser, Superintendent/Vice Chairperson, HCSC	Lewiston Porter School District
William L. Ross, Chairman, NC Legislature	Niagara County
Scott Hapeman, Esq.	Niagara Wheatfield School District
Jackie Siegmann	Town of Niagara
Dennis Brochey	Town of Lewiston
Thomas O'Donnell, Esq.	City of Niagara Falls

Alternates/Guests:

Thomas Burgasser, Esq.	Niagara County
Michael Risman, Esq.	Town of Niagara

Staff Present:

Mary Melloni, Secretary
John M. Baird, Treasurer, NPC
Stan Widger, Esq., NPC Counsel, Nixon Peabody
Samuel M. Ferraro, Executive Director/Commissioner, Niag. Co. Dept of Economic Development

3.0 Annual Membership Meeting

3.1 Confirm Directors/Membership

Chairman Ross confirmed that the Directors/Membership are correct as currently listed. Ms. Siegmann asked that her e-mail address be revised. Chairman Ross noted that the Town of Lewiston will need to appoint a new alternate to replace Mr. Kloosterman.

3.2 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. Ross as Chairperson of the Niagara Power Coalition; Mr. Hapeman seconded the nomination. There were no other nominations; nominations were closed.

3.0 Annual Membership Meeting

3.2 Elect Chairperson & CEO/President (Continued...)

A roll call vote was taken.

Town of Lewiston	<u>Yes</u>
Town of Niagara	<u>Yes</u>
Lewiston Porter	<u>Yes</u>
City of Niagara Falls	<u>Yes</u>
Niagara-Wheatfield	<u>Yes</u>
Niagara County	<u>Yes</u>
Niagara Falls Schools	<u>Yes</u>

Mr. Ross was re-elected as Chairperson of the Niagara Power Coalition.

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

Mr. O'Donnell nominated Mr. Ross as CEO/President of the Niagara Power Coalition; Mr. Brochey seconded the nomination. There were no other nominations; nominations were closed.

A roll call vote was taken.

Town of Lewiston	<u>Yes</u>
Town of Niagara	<u>Yes</u>
Lewiston Porter	<u>Yes</u>
City of Niagara Falls	<u>Yes</u>
Niagara-Wheatfield	<u>Yes</u>
Niagara County	<u>Yes</u>
Niagara Falls Schools	<u>Yes</u>

Chairperson Ross was elected CEO/President of the Niagara Power Coaliton.

3.3 Appoint Committees

3.3.1 Audit/Finance Committee

Chairman Ross stated that he will keep the Finance/Audit Committee members the same (Chairman Ross, John Baird and Scott Hapeman).

3.3.2 Governance Committee

On the Governance Committee he, Ms. Bianco and Mr. Risan will remain members.

Mr. Risan made a motion, seconded by Mr. Roser, to approve the Committees as appointed. Motion carried.

3.0 Annual Membership Meeting (Continued...)

3.4 2014 Annual Report for Authority Budget Office

3.4.1 2014 NPC Audit Report

Ms. Dayton gave a brief summary of the 2014 NPC Audit Report (*a copy of which will be attached hereto and become a part hereof these minutes.*)

Ms. Dayton explained that there is a clean opinion on the financial statements, which means that they are in accordance with generally accepted accounting principles. There is a 990 Return that will be filed by May 15th. Ms. Dayton reviewed the Cash Flow statements.

Ms. Dayton reviewed notes on Host Community Standing Committee.

Mr. Roser made a motion to accept the 2014 NPC Audit as presented; seconded by Mr. Hapeman. Motion passed.

3.4.2 Reaffirm NPC Mission Statement & Performance Measurements for 2013

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.

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

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

3.4.3 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.

3.0 Annual Membership Meeting (Continued...)

3.4 2014 Annual Report for Authority Budget Office

3.4.4 Reaffirm NPC Policies for 2014

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. They are recommending that the policies be reaffirmed by the NPC membership.

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

3.4.5 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. One of the major components of the report is the budget report and it will be reported on by the Budget committee.

Mr. O'Donnell made a motion, seconded by Mr. Roser, to approve the 2014 Annual Report to be filed with the Authorities Budget Office. Motion passed.

4.0 Approval of NPC Meeting Minutes

4.1 Meeting Minutes of October 14, 2014

A Motion to approve the October 14, 2014 meeting minutes was made by Ms. Bianco and seconded by Mr. Hapeman. Motion passed.

5.0 Correspondence – None.

6.0 Unfinished Business – None.

7.0 New Business

7.1 Web Site Hosting & Support

It was explained by Mr. Hapeman that the Web Site company that had been hosting and supporting the NPC web site had recently closed their business. Two quotes were received and reviewed by the Audit Committee, at which time it was determined that General Web Contracting could offer sufficient services at a much lower price than the alternate company.

Mr. Roser made a motion, seconded by Mr. Brochey, to engage the services of General Web Contracting at a cost of \$645.00 yearly. Motion passed.

8.0 Legal Counsel – None.

9.0 Other Matters

10.0 Next Meeting – To be Determined

11.0 Adjournment

Mr. O'Donnell made a motion to adjourn, seconded by Mr. Hapeman. Motion passed. Meeting adjourned at 1:23

3.0 Annual Membership Meeting (Continued...)

3.4 2014 Annual Report for Authority Budget Office
p.m.

Respectfully submitted,

Mary P. Melloni
Secretary