ErieNet Local Development Corporation

Board Meeting

Tuesday, June 20, 2023

Meeting Minutes

The Board of Directors meeting was held on June 20, 2023, in the Board Room on the fourth floor of the ECIDA office located at 95 Perry Street, Buffalo, New York 14203 and by videoconference, in accordance with the Corporation's Bylaws and Chapter 1 of the Laws of 2022. A quorum was present as indicated:

Members:

> Thomas E. Baines, Erie County Deputy Commissioner of Planning & Economic Development
> Michael Breeden, Erie County Chief Information Officer
> Daniel Castle, Erie County Commissioner of Environment and Planning
> Mark Cornell, Erie County Deputy Budget Director (**Mark Cornell took no formal action since he attended via Webex).
> Jason Keding, Town of Boston
> John Mills, Erie County Legislature Minority Leader
> John Spears, Director of the Buffalo and Erie County Public Library
> Jeremy Toth, Erie County Attorney

Absent:

> Timothy Meyers, Erie County Legislature Majority Leader

Other Attendees:

> Melissa Hartman, ErieNet Executive Director
> Courtney Italia, Erie County Environment & Planning
> Matt Crider, ECC Technologies
> Mac Zukoff, ECC Technologies

1. <u>Open Board Meeting, Roll Call, and declaration of Quorum</u> – The meeting was called to order by the Chair of the Board at 1:08 p.m., roll call was taken by Mr. Baines and a quorum was declared present.

2. <u>Approval of the Draft Minutes from May 16, 2023 Board Meeting</u> – Upon motion by Mr. Castle and seconded by Mr. Mills the Draft Board Minutes were unanimously approved.
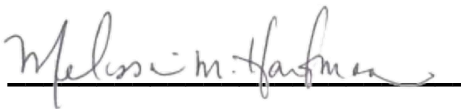
3. <u>Approval of the Draft Minutes from May 31, 2023 Special Board Meeting</u> – Upon motion by Mr. Castle and seconded by Mr. Keding the Draft Special Board Minutes were unanimously approved.

4. <u>Report of the Chair –</u> No report from the Chair

5. <u>Executive Director's Report</u> –
   i. Melissa Hartman provided a financial report, produced by Lumsden McCormick for the Board Members review. (Attached)
   ii. ECC Update – Attached
   iii. Website & Social Media Update – Mrs. Hartman gave a brief overview update on ErieNet's website that officially launched this week and also informed the board that the LDC will be searchable via Twitter, Facebook & LinkedIn.
   iv. ErieNet's Pricing Model – Mr. Crider of ECC briefly informed the board of how the pricing model has been published. He explained that there is a good profit margin as well as being priced slightly less than the rates they used for Southern Tier Network which gives the LDC competitive pricing with what the industry is charging. Mrs. Hartman also informed the Board that the sales team will moving forward with setting up the Municipal and K-12 meetings.
   v. SEQR – Melissa Hartman informed the board that there will be a SEQR update and Resolution on the July Board Meeting's Agenda
   vi. Administrative Coordinator Position – Melissa Hartman presented to the board the need for administrative assistance. Discussion ensued. (Executive Director letter to the Board attached).

6. <u>Committee Reports</u>- No Committees met this month.

7. <u>Unfinished Business</u> - No unfinished business.

8. <u>Resolutions</u>

   2023-12 - RESOLUTION OF THE ERIENET LOCAL DEVELOPMENT CORPORATION ("ENLDC") AUTHORIZING (i) THE NEGOTIATION AND EXECUTION OF AN AGREEMENT TO ENGAGE SB&C SERVICES ("SB&C") TO PROVIDE UNDERGROUND FIBER OPTIC INFRASTRUCTURE CONSTRUCTION SERVICES, AND (ii) THE NEGOTIATION AND EXECUTION OF AN AGREEMENT TO ENGAGE M&C UTILITIES LLC ("M&C") TO PROVIDE UNDERGROUND FIBER OPTIC INFRASTRUCTURE CONSTRUCTION SERVICES

Discussion ensued, and upon motion by Mr. Breeden and seconded by Mr. Keding, Resolution 2023-12 was unanimously approved.

2023-13 -   RESOLUTION OF THE ERIENET LOCAL DEVELOPMENT CORPORATION ("ENLDC") ADOPTING AND APPROVING A CREDIT CARD POLICY FOR ENLDC

Discussion ensued, and upon motion by Mr. Keding and seconded by Mr. Spears, Resolution 2023-13 was unanimously approved.

9.   <u>Adjournment</u> - Upon motion made by Mr. Castle and seconded by Mr. Breeden the meeting adjourned at 1:42 p.m.

BY: _____

Melissa Hartman
Executive Director