



Governance Committee Meeting

Wednesday, January 28, 2026, at 8:30 am
111 Washington Ave, Suite 100, Albany, NY 12210
Conference Room

AGENDA

1. Welcome & Roll Call Laura Zeliger, Chair
2. Review/Approve Meeting Minutes – November 19, 2025 Laura Zeliger, Chair
3. Housekeeping Items Laura Zeliger, Chair
 - a. Review Mission Statement & 2025 Performance Measurement Results
 - b. ABO Board Member Training Status Confirmation
 - c. Confidential Board Evaluation Forms
4. Adjournment Laura Zeliger, Chair



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ROLL CALL

| Board Member | Present/Excused/Absent |
|--------------------------------|-------------------------------|
| Laura Zeliger, Chair | |
| Alan Goldberg, Member | |
| Rich Rosen, Member | |
| Alan Alexander, Member | |
| Helen Brooks, Member | |
| Mike Cassidy, Member | |
| Michael Cinquanti, Member | |
| Caitlin O'Brien, Ex-Officio | |
| Michael McLaughlin, Ex-Officio | |

**ADVANCE ALBANY COUNTY ALLIANCE LOCAL DEVELOPMENT CORPORATION
GOVERNANCE COMMITTEE**

11/19/2025 MEETING MINUTES

A Meeting of the Advance Albany County Alliance Local Development Corporation Governance Committee was held on Wednesday, November 19, 2025, at 8:15 a.m. at 111 Washington Ave, Suite 100, Albany, NY, 12210. Members of the public were able to attend the meeting by attending in person; additionally, the meeting was live streamed via the internet.

The following Committee Members were present at, and participated in, the meeting:

- Alan Goldberg, Board/Committee Member
- Rich Rosen, Board/Committee Member
- Helen Brooks, Board/Committee Member
- Michael Cassidy, Board/Committee Member
- Michael McLaughlin, Albany County Deputy County Executive (Ex officio)
- Caitlin O'Brien, Chief of Staff, Albany County Legislature (Ex officio)

Committee Members were excused:

- Laura Zeliger, Committee Chair/Board Member
- Alan D Alexander, Board /Committee Member
- Michael Cinquanti, Board/Committee Member

Corporation Staff Present:

- Kevin O'Connor, CEO
- Amy Thompson, CFO
- Kevin Catalano, Senior Vice-President & Director of Commercial Lending
- Clayton Besch, Project Manager
- Dylan Turek, Senior Vice-President of Development
- Antionette Dukes-Hedge, Economic Development Coordinator
- Sara Paulen, Executive Assistant
- Mark Opalka, Controller
- Ann Marie Rollins, Accounting Assistant
- Alexander Mathes, Consultant

Also present at the meeting:

- Thomas Owens, Esq.

The meeting was called to order at 8:17 a.m.

1. For the first order of business, Roll Call was made, and it was confirmed there was a quorum.
2. The next order of business was the Approval of Minutes from the May 28, 2025 meeting. Upon a motion made by Mr. Rosen to approve the Meeting Minutes, seconded by Mr. Cassidy, the Minutes were approved pursuant to a unanimous vote.
3. The next order of business was Housekeeping Items. Mr. Owens reported receipt of Conflict-of-Interest disclosure statements from six of seven board members and reminded members of the obligation to update disclosures as circumstances change. The Committee also conducted

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11/19/2025 MEETING MINUTES

its annual review of committee assignments, noting current committee chairs and that all board members serve on all committees due to the organization's size.

4. The meeting was adjourned with unanimous consent of all Board members at 8:16am.

Helen Brooks, Board Secretary

Board Minutes as approved by Board on January 28, 2026

Authorities Budget Office Policy Guidance



Authority Mission Statement and Performance Measurements

Name of Public Authority: Advance Albany County Alliance Local Development Corporation

Public Authority's Mission Statement: To collaborate with public, private, and nonprofit interests to create robust economic opportunity for all residents by diversifying the County's economy through the growth, expansion and attraction of business activity, promotion of strategic infrastructure projects and the active promotion of the County as a business-friendly location.

Date Adopted: January 25, 2023

List of Performance Goals (If additional space is needed, please attach):

- Identify and fill gaps that exist in Albany County's Economic Development Ecosystem and Align Regional Resources
- Target investments around catalytic projects and critical infrastructure
- Create, retain and attract Top Talent Around Growth Sectors
- Build, improve and enhance the Alliance Image/Brand

Additional questions:

1. Have the board members acknowledged that they have read and understood the mission of the public authority? ***The Board of Directors of the Advance Albany County Alliance have reviewed the mission statement.***
2. Who has the power to appoint the management of the public authority? ***Advance Albany County Alliance Board of Directors are appointed pursuant to its bylaws from both the Albany County Executive and the Chairperson of the Albany County Legislature. The Board appoints the officers and executive management of Advance Albany County Alliance.***
3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority? ***Advance Albany County Alliance Board appoints management who are best qualified to execute the mission of Advance***

Albany County Alliance. Management serves at the pleasure of the Board of Directors.

4. Briefly describe the role of the Board and the role of management in the implementation of the mission. ***The Board of Directors is an independent body responsible for control and management of the affairs and property of Advance Albany County Alliance and to adopt rules, regulations, and policies governing Advance Albany County Alliance. The Board looks to management to implement said policies. The Board of Directors shall ensure overall financial accountability and hire management to oversee the day-to-day affairs of Advance Albany County Alliance in the execution of its mission.***

5. Has the Board acknowledged that they have read and understood the responses to each of these questions? ***Yes. This "Mission Statement and Performance Measurements Report" was reviewed with the Board.***

2025 Results

1. Commenced the Redevelopment process at the former College of Saint Rose Campus. Completed substantial public outreach and engagement. Conducted a competitive RFP process for developing a redevelopment plan awarded a contract to CPL, and issued the “Reimagine Saint Rose” report providing various development options.
2. Funded Culture & Arts Council grants for a total of \$1,231,812
3. Acquired the Central Warehouse property, conducted a competitive RFP process for demolition services and awarded a \$14.4 million demolition contract to the successful bidder, and commenced the abatement process for the Central Warehouse demolition project
4. Approved five STAGE Grant applications for a total of \$4,722,400
5. Funded one STAGE Grant to Ecovative for \$681,000
6. Economic development activities resulted in the creation of 391 jobs while retaining 794 jobs.
7. Coordinated/conducted all Public Meetings (notice, agendas, minutes, resolutions, etc.) and completed all PAAA Compliance Items and provided all staff services to the Albany County IDA, CRC, ACBDC and the ACPHLA

Confidential Evaluation of Board Performance

| Criteria | Agree | Somewhat Agree | Somewhat Disagree | Disagree |
|---|-------|----------------|-------------------|----------|
| Board members have a shared understanding of the mission and purpose of the Authority. | | | | |
| The policies, practices and decisions of the Board are always consistent with this mission. | | | | |
| Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles. | | | | |
| The Board has adopted policies, by-laws, and practices for the effective governance, management and operations of the Authority and reviews these annually. | | | | |
| The Board sets clear and measurable performance goals for the Authority that contribute to accomplishing its mission. | | | | |
| The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence, pressure or self-interest. | | | | |
| Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues. | | | | |
| Board members are knowledgeable about the Authority's programs, financial statements, reporting requirements, and other transactions. | | | | |
| The Board meets to review and approve all documents and reports prior to public release and is confident that the information being presented is accurate and complete. | | | | |
| The Board knows the statutory obligations of the Authority and if the Authority is in compliance with state law. | | | | |
| Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members. | | | | |
| Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken. | | | | |
| Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required. | | | | |
| The Board exercises appropriate oversight of the CEO and other executive staff, including setting performance expectations and reviewing performance annually. | | | | |
| The Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur. | | | | |
| Board members demonstrate leadership and vision and work respectfully with each other. | | | | |

Date Completed: _____