ADVANCE ALBANY COUNTY ALLIANCE LOCAL DEVELOPMENT CORPORATION
GOVERNANCE COMMITTEE
1/28/2026 MEETING MINUTES

A Meeting of the Advance Albany County Alliance Local Development Corporation Governance Committee was held on Wednesday, January 28, 2026, at 8:30 a.m. at 111 Washington Ave, Suite 100, Albany, NY, 12210. Members of the public were able to attend the meeting 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
- Laura Zeliger, Committee Chair/Board Member
- Alan D Alexander, Board /Committee Member
- Michael Cinquanti, Board/Committee Member
- Michael McLaughlin, Albany County Deputy County Executive (Ex officio)
- Caitlin O'Brien, Chief of Staff, Albany County Legislature (Ex officio)

Excused Committee Members:

- None

Corporation Staff Present:

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

Also present at the meeting:

- Thomas Owens, Esq.
- Ann Marie Salmon, Albany County Director of Planning, Conservation, and Sustainability

The meeting was called to order at 8:40 a.m.

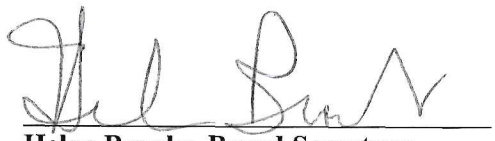
1. For the first order of business, Roll Call was made, and it was confirmed there was a quorum.

2. The next order of business was the Approval of Minutes of the November 19, 2025 meeting. Upon a motion made by Mr. Rosen to approve the Meeting Minutes, seconded by Mr. Cinquanti, the Minutes were approved pursuant to a unanimous vote.

3. The next order of business was Housekeeping Items.

a. Mr. Owens presented the Authority's annual mission statement and performance measures, including updated results on 2025 accomplishments, which are submitted to the Authority Budget Office (ABO) and posted on the website by the end of March. Upon a motion by Mr. Alexander, seconded by Mr. Cassidy, the Governance Committee recommended the materials be forwarded to the full board for consideration and approval.
b. Mr. Owens reminded Board members that completion of the ABO training is required within one year of appointment, with certificates submitted to Ms. Paulsen for tracking and annual reporting to the Authority Budget Office. The ABO recommends repeating the training every three years as a best practice.
c. Finally, Board members were reminded to complete and return the Confidential Board Surveys to Ms. Paulsen, who will tabulate the results and report aggregated totals back to the board. Members were advised to discuss any disagreements or concerns reflected in their responses with the Board Chair, as the results are reviewed and addressed to ensure any issues are resolved.

4. The meeting was adjourned with unanimous consent of all Board members at 8:47am.



Helen Brooks, Board Secretary

Board Minutes as approved by Board on May 27, 2026