ALBANY COUNTY BUSINESS
DEVELOPMENT CORPORATION
AL TECH LOAN FUND
FINANCING TO FUEL BUSINESS GROWTH

Governance Committee Meeting

Tuesday, June 16, 2026 – 8:30 am
111 Washington Ave, Suite 100, Albany, NY 12210
Conference Room

AGENDA

1. Welcome & Roll Call	Alan Alexander, Acting Chair
2. Meeting Minutes Review & Approval – January 20, 2026	Alan Alexander, Acting Chair
3. ABO Compliance	Madeline Kauffman, Esq.
a. Public Documents posting on website	
b. Board Member ABO Training	
c. Discussion of results of Confidential Board Survey	
4. Adjournment	Alan Alexander, Acting Chair

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ROLL CALL

Board Member	**Present / Excused / Absent**
Diana Ostroff, Chairwoman	Excused
Alan Alexander, Member	
Allen Maikels, Member	
Marcus Pryor, Member	
Daniel Scarring, Member	
Susan Pedo, Member	
Lucas Rogers, Member	

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Governance Committee Meeting Minutes
January 20, 2026

MEMBERS PRESENT	Diana Ostroff, Alan Alexander, Marcus Pryor, Susan Pedo, Daniel Scarring, Lucas Rogers, Caitlin O'Brien, (Designated Representative of the Albany County Legislature Chairperson), and Patrick Curran (Designated Representative of the Albany County Executive) (via video)
EXCUSED MEMBERS	Allen Maikels
COUNSEL PRESENT	Madeline Kauffman (via video)
GUESTS PRESENT	Alexander Mathes and Ann Marie Salmon
AACA STAFF PRESENT	Kevin O'Connor, Kevin Catalano, Antionette Hedge, Sara Paulsen, Mark Opalka, Clayton Besch, and Ann Marie Rollins

Call to Order
The meeting was called to order at 8:39 a.m. Roll Call was made and it was determined that there was a quorum.

Meeting Minutes Review
The Minutes of the June 18, 2025, meeting were presented for review and approval. There were no corrections noted. A motion was made by Mr. Pryor to approve the Meeting Minutes, seconded by Ms. Pedo; all those present voted in favor. Motion passed unanimously.

ABO Compliance
Ms. Ostroff reviewed governance and compliance matters and confirmed the Authority remains in compliance with applicable bylaws and Authority Budget Office requirements, with no changes to board positions recommended at this time. Ms. Ostroff presented the Authority's Mission Statement and the 2025 Annual Performance Measurement Results, including loan activity and economic impact metrics. A motion was made by Ms. Pedo to recommend the Mission Statement and Performance Goals to the full Board, seconded by Mr. Rogers; all those present voted in favor. Motion passed unanimously. Board member ABO training requirements were discussed, including initial and refresher training, and staff will follow up to confirm the status of newer members. The annual confidential board evaluation form was distributed to board members for completion as part of the Authority's ongoing governance review process.

Adjournment
Ms. Pedo made a motion to adjourn the meeting at 8:50 a.m. and Mr. Alexander seconded the motion; all those present voted in favor.

Respectfully submitted,
Diana A. Ostroff
Diana Ostroff, Secretary

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

Name of Authority: Albany County Businemss Development Corporation

Date Completed: 6/16/2026