

**Griffiss Local Development Corporation  
Board of Directors Meeting Minutes  
584 Phoenix Drive, Rome NY 13441  
April 15, 2021 - 4:00 p.m.**

**Members Present:** Franca Armstrong, Elis Delia, Mike Manuel, Frank Vetrone, Evan DeGennaro, Erin Weiman, Dave Winberg

**Others Present:** Mike Callan, Jennifer Waters, Steve DiMeo, Shawna Papale, Maureen Carney, Bill VanShufflin, Peter Zawko

Mr. Delia called the meeting to order at 4:03 p.m.

**Upon a motion by Mr. Vetrone, and seconded by Mr. Manuel, the board unanimously approved the minutes from the March 25th Board meeting.** The minutes from the Executive Committee will need to be approved at the next Executive Committee Meeting.

**Financials:**

Ms. Carney presented the interim monthly financial statements. She noted that there is a cash increase of 144% over last year, due to land sales, and grants reimbursements. All outstanding grants have been received. Assets decreased due to land sales and depreciation.

**Committee Reports:**

*No committee reports*

**New Business:**

Mr. DiMeo presented the board with a lease ratification for Tektronix for Building 770 (454 Phoenix Drive). They are requesting an early termination of their existing lease (April 1), and are seeking a new lease for a smaller footprint within their existing space. They will be decreasing from 9800 sq. ft. to 4200 sq. ft. at the same per sq. ft. rent. Tektronix will pay electric.

**On a motion by Mr. Manuel, seconded by Mr. Winberg, the Board unanimously approved the lease ratification with Tektronix.**

Mr. VanShufflin presented the board with an update of the natural gas conversion project. The engineering has been completed on converting 7 properties to natural gas. Funding for the project is being requested from the EDA, base redevelopment and potential CFA funds.

**Old Business:**

Mr. DiMeo noted that Orgill is expected to receive their certificate of occupancy in the May/June timeframe. Air City Phase 2 is under construction, Phase 1 is being rented and Phase 3 will kick off later this year.

There being no further business, the meeting was adjourned by consensus at 4:30 p.m.

Respectfully Submitted,  
Jennifer Waters  
Secretary