

GOVERNANCE COMMITTEE MEETING
of the
WYOMING COUNTY BUSINESS CENTER BOARD

Thursday, April 13, 2026, 3:00 p.m. at the
Wyoming County Agriculture and Business Center
36 Center Street Warsaw, New York

MINUTES

Chairman Gullo called the meeting to order at 3:07 p.m.

1. Roll call

In attendance were: Scott Gardner, President/CEO; Sam Gullo, Chairman; Dan Leuer, Vice-Chair; Brianna Stone, Secretary; Robin Marschilok WCIDA, Jennifer Tyczka WCIDA, and Kevin Zanner, Agency Counsel.

Absent: Jim Brick, Treasurer; Rick Fish Jr., Director;

2. Administrative

A. Review and Approve Governance Committee Minutes from March 07, 2025

After review, the Board moved to approve the Minutes from the March 07, 2025 Committee Meeting on a motion made by B. Stone. The motion was seconded by D. Leuer and unanimously carried.

3. Recommendations to the Board

A. Appointment of Governance Committee Members

The Governance Committee agreed to recommend to the WCBC Full Board the appointment of all members of the WCBC Board to the Governance Committee on a motion made by D. Leuer. The motion was seconded by B. Stone and unanimously carried.

B. Appointment of Finance and Audit Committee Members

The Governance Committee agreed to recommend to the WCBC Full Board the appointment of all members of the WCBC Board to the Finance and Audit Committee on a motion made by D. Leuer. The motion was seconded by B. Stone and unanimously carried.

C. Appointment of Officers to the WCBC Board – recommend slate of Officers for the Board

The Governance Committee agreed to recommend to the WCBC Full Board the appointment of the following slate of officers to the WCBC Board: Sam Gullo, Chairman; Dan Leuer, Vice-Chair; Brianna Stone, Secretary; and J. Brick, Treasurer on a motion made by D. Leuer. The motion was seconded by B. Stone and unanimously carried.

4. Review, Adopt and Re-adopt Governance Policies

A. Procurement Policy

The Governance Committee moved to recommend to the Full Board the re-adoption of the Procurement Policy on a motion made by B. Stone, seconded by D. Leuer and unanimously carried.

B. Disposition of Real Property Guidelines and Acquisition of Real Property Policy

The Governance Committee moved to recommend to the Full Board the re-adoption of the Disposition of Real Property Guidelines and Acquisition of Real Property Policy on a motion made by B. Stone, seconded by D. Leuer and unanimously carried.

C. Conflict-of-Interest Policy

The Governance Committee moved to recommend to the Full Board the re-adoption of the Conflict-of-Interest Policy on a motion made by B. Stone, seconded by D. Leuer and unanimously carried.

4. Adjourn Governance Committee Meeting

Having no further items to discuss the Committee adjourned at 3:11 p.m. on a motion made by B. Stone, seconded by D. Leuer and unanimously carried.

The Meeting was recorded on YouTube and may be viewed at this link:

<https://www.youtube.com/watch?v=PjFwH7Eut5Q>

Minutes prepared by Robin Marschilok