



Minutes of the December 3, 2024, Meeting

Community Foundation for Greater Buffalo, 726 Exchange St., Suite 525, Buffalo, NY

1. The meeting was called to order by Chair Daniel Castle at 4:04 PM.

2. Roll Call and Remarks

Members in Attendance: Daniel Castle, (Erie County); Kevin Kelly, (Buffalo Olmsted Parks Conservancy); Jason Paananen (City of Buffalo) and Carol Jasen Sampson (New York Power Authority).

Due to the momentary lack of a quorum, Chair Castle went out of order and started the meeting with information **Item 6. Investment Overview**. Vice-Chair Kelly and Ba Zan Lin Associate Vice President for Community Foundation provided an overview on funds invested based on cash flows. . In 2024, a total of \$204,817.91 was earned as interest income from the treasury bond investments. Next month an investment call on the January Maturity will be held on January 7, 2025.

At 4:14 PM, a quorum was established and Chair Castle preceded with the remaining agenda items.

3. Meeting Minutes

Motion to adopt the meeting minutes of September 18, 2024.

Moved by Kevin Kelly, Second by Jason Paananen. Approved 4-0

4. Public Comment (reserved for agenda items only) - NONE

5. Approval of Contract Amendment to Community Foundation for Greater Buffalo

Secretary Sampson conveyed that for the past 17-years the Community Foundation for Greater Buffalo (CFGB) has provided grant management services to the Buffalo & Erie County Greenway Fund Standing Committee (BECGFSC). The services provided were prompt and accurate and included pre-approval, post-approval and recurring responsibilities for each annual granting cycle.

The cost associated with grant management services has substantially increased over the 17-year engagement. As a result, the Community Foundation is proposing an increase to the fee charged as a percent of grants disbursed per funding cycle from 2% to 3%. All other fees referenced in the Grant Management Services Agreement, including the flat fee for

grant administration services would remain the same. It was proposed that the fee increase become effective for disbursements as of January 1, 2025.

Motion to approve the Amendment to Grants Management Services Agreement between the CFGB and BECGFSC.

Moved by Kevin Kelly, Second by Jason Paananen. Approved 4-0

6. Other Business

Chair Castle stated that the Buffalo & Erie County Greenway Committee owes a debt of gratitude to Brendan Mehaffy for his 10-year commitment, input and expertise for the numerous projects that received grant awards . There is no doubt that his talents and experience will land him to a new fulfilling position. With his absence at today's meeting, the BECGFSC plans to formally recognize Brendan Mehaffy.

Secretary Sampson advised the committee members that on Tuesday, January 21, 2025 at 4pm is the deadline for submission of applications for this Committee to consider for 2025 funding awards.

7. Adjournment

A motion to adjourn was made by Kevin Kelly, Second by Carol Sampson.

Meeting adjourned 4:24 PM.