

**Griffiss Utility Services Corporation
Board of Directors
Meeting Notes**

Meeting Date and Location: September 23rd, 2025, 410 Phoenix Drive, Rome, NY 13441

Members Present: Joe Cunningham, Mike Sheridan (via video), Bob Kane, John McNamara, Bob Skibitski, Dave Youlen.

Members Absent: None.

Others Present: Dan Maneen, Mike Davis, Taylor Sreca.

Call to Order:

Joe Cunningham brought the meeting to order at 3:00 pm.

Acceptance of Minutes:

The first order of business was the acceptance of minutes from the Board meeting dated May 27th, 2025.

Motion to accept Minutes by Dave Youlen, seconded by John McNamara, and approved unanimously.

Financial Reports:

The next order of business was the Monthly and Year-to-Date financials, which was presented by Taylor Sreca. In summary, there was nothing out of the ordinary to report.

Motion to accept the Monthly and Year-to-Date financials by Bob Skibitski, seconded by Bob Kane, and approved unanimously.

The next order of business was a Capital Project requests presented Mike Davis. The first request was for the Griffiss Utility Office Backup Generator to support operations during power outages. The second request was for the Electric Distribution Feeder 35 Breaker replacement. In summary, both Capital Projections support operations during critical situations.

Motion to accept the Office Backup Generator and Feeder 35 Breaker replacement by John McNamara, seconded by Bob Skibitski, and approved unanimously.

Operations Reports:

The next order of business was the Operations Report, which was presented by Mike Davis. In summary, there was nothing out of the ordinary to report.

The next order of business was updates on previously approved capital projects, which was presented by Mike Davis. In summary, there was nothing out of the ordinary to report.

Administrations Reports:

The next order of business was the Administrations Report, which was presented by Dan Maneen. In summary, there was nothing out of the ordinary to report.

New Business:

The Board of Directors began discussions on scheduling a meeting for the Investment Committee to review the investment policy and investment portfolio.

Old Business:

N/A

At 4:50 pm, upon a motion by Dave Youlen, seconded by John McNamara, and approved unanimously, the board voted to enter Executive session to discuss personnel.

At 5:15 pm, upon a motion by Bob Kane, seconded by Bob Skibitski, and approved unanimously, the board voted to exit Executive session.

The Board then scheduled a date for the Compensation Committee. Followed by tabling the Investment Committee meeting to November.

At 5:16 pm, upon a motion by Bob Skibitski, seconded by John McNamara, and approved unanimously, the board voted to adjourn.