

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

Meeting Date and Location: May 21, 2014, 410 Phoenix Drive, Rome, NY 13441

Members Present: Doug Bartell, Sandra Corney, John McNamara, Mike Sheridan,

Members Absent: Bill Stevens, Tim Woods, Bob Skibitski

Others Present: Dan Maneen, John Nash, Mike Davis, Marie Singer, Camille Kahler

Chairman Doug Bartell brought the meeting to order at 3:45pm.

Acceptance of Minutes:

The first order of business was the acceptance of minutes from Board meeting dated March 26, 2014.

Motion to accept Minutes by Sandra Corney, seconded by Mike Sheridan, approved unanimously.

Financial Report:

The next order of business was the Financial Report, which was presented by John Nash. In summary, there were no abnormal items to note on financial report.

Motion to accept the financial report by Mike Sheridan, seconded by John McNamara, and approved unanimously.

Other Business

Committee Reports:

Audit Committee 5/21/14-

- Met with CPA Mark Semo without Griffiss Utility Management personnel to discuss the year-end 2013 audit.
- The Audit resulted in no findings and shows continued improvements.
- The Audit Committee recommended approval of the 12/31/13 audited financials.

Motion to approve the 2013 audited financials by Sandra Corney, seconded by Mike Sheridan and approved unanimously.

Governance Committee 5/21/14-

- Met with Camille Kahler to discuss not-for-profit law and PAAA Compliance. The company is in compliance. Camille agreed to perform periodic audits to ensure continued compliance.

Operations and Administrative report presented by Dan Maneen

Operations Report

There were no lost time or OSHA recordable accidents for the month of February, 2014.

The safety topics covered throughout the last month were as follows:

- Machine Guards
- Secondhand Smoke
- Head Protection
- Eye & Face Protection
- Walking in Icy Conditions

Environmental

Monitoring Solutions completed the quarterly service and calibrations on the opacity meter.

Monthly Degree Day & Steam Production

		2010	2011	2012	2013	2014	Averages
January	Degree Days	1,293	1,396	1,145	1,208	1,404	1,289
	Steam (KLbs)	36,187	32,598	27,425	27,443	32,531	31,237
February	Degree Days	1,060	1,161	976	1,119	1,217	1,148
	Steam (KLbs)	32,196	28,814	25,528	26,299	29,301	28,428
March	Degree Days	760	1,007	630	985		972
	Steam (KLbs)	26,565	28,823	19,974	26,507		25,467
April	Degree Days	431	532	606	612		
	Steam (KLbs)	21,265	20,412	19,952	23,211		21,210
May	Degree Days	(2)	133	25	13		
	Steam (KLbs)	2,430	5,648	1,000	737		2,454
June-Sept							
October	Degree Days	426	414	306	347		
	Steam (KLbs)	13,253	11,200	11,535	11,588		11,894
November	Degree Days	780	603	809	873		
	Steam (KLbs)	23,652	18,487	22,488	22,123		21,688
December	Degree Days	1,218	974	985	1,148		
	Steam (KLbs)	29,995	25,421	23,779	28,130		26,831

-Confronted numerous operational problems during the month related to weather and equipment.

POWER DELIVERY

January 2014

Allocated: 7,124,002 kWh

Purchased: 7,094,125 kWh

At 4:25pm, upon a motion by Sandra Corney, seconded by John McNamara, the Board voted to enter executive session to discuss contracts.

At 4:36pm, upon a motion from Mike Sheridan, seconded by John McNamara, the Board voted to exit executive session.

At 4:37pm, upon a motion by Sandra Corney, seconded by Mike Sheridan, approved unanimously, the Board voted to adjourn.