

NCIDA/NCDC/NADC GOVERNANCE COMMITTEE MEETING MINUTES

Date: Wednesday, March 10, 2021
Time: 8:45 a.m.
Place: Niagara County Center for Economic Development
Conference Call 439-7740

NCIDA/NCDC/NADC Audit/Finance Committee Members:

Jerald Wolfgang, Chairperson	Present
Clifford Scott, Member	Present
Robert Cliffe, Member	Present

Other Board Members Present:

Mark Onesi
Kevin McCabe
William Ross
Mary Lynn Candella
Scott Brydges
Jason Krempa

Staff Present:

Susan Langdon, Executive Director
Andrea Klyczek, Assistant Director
Michael S. Dudley, Finance Manager
Caroline Caruso, Accounting Agency
Susan Barone, Project Manager
Mark J. Gabriele, Agency Counsel

1.0 Meeting Called to Order

Mr. Wolfgang called the meeting to order at 8:45 a.m.

2.0 Roll Call

Ms. Barone called the roll; a quorum was established.

3.0 Approval of Governance Committee Meeting Minutes

3.1 March 11, 2020

Mr. Wolfgang stated that he had reviewed the meeting minutes and he made a motion for approval; Mr. Cliffe seconded the motion. The motion passed.

4.0 Summary of Annual Board Evaluations

Mr. Gabriele explained that under the Public Authorities Accountability Act (PAAA) the Board of Directors of the Agency is required to complete a self-evaluation each year. Questionnaires were sent to all board members and then summarized. The Board Evaluations are filled out anonymously as required by PAAA.

A summary of the evaluations was in the agenda packet for the Board Members' review.

Responses were positive, therefore, no action was necessary.

Mr. Wolfgang motioned to recommend approval of the Summary of Annual Board Evaluations at the regular Board Meeting; Mr. Scott seconded the motion. The motion passed.

5.0 Reaffirm Governance Committee Charter

Mr. Gabriele stated that the Charter has not been revised or amended and the Board is required to reaffirm it on an annual basis at the March Annual Board Meeting per the Public Authorities Accountability Act.

Mr. Wolfgang motioned to reaffirm the Governance Charter; Mr. Scott seconded the motion. The motion passed.

The question to reaffirm the Governance Charter was duly put to a vote, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Jerald Wolfgang	X			
Clifford Scott	X			
Robert Cliffe	X			

6.0 Any Other Matters the Committee Wished to Discuss

There were no other matters for discussion at this time.

7.0 Adjournment

Hearing no other comments, Mr. Wolfgang made a motion to adjourn the meeting, Mr. Cliffe seconded the motion. The meeting adjourned at 8:52 a.m.

Respectfully Submitted:


Susan L. Barone, Project Manager