

NCIDA/NCDC/NADC GOVERNANCE
COMMITTEE MEETING MINUTES

DATE: Wednesday, March 14, 2018
MEETING TIME: 8:00 a.m.
MEETING PLACE: Niagara County Industrial Development Agency

Committee Members Present:

Jerry I. Wolfgang, Chairperson
Joan Aul, Member, Member
William L. Ross, Member

Other Board Members Present:

Stephen F. Brady, NCIDA Chairman
Mark A. Onesi
Daryl Bodewes

NCIDA Staff Members:

Susan C. Langdon, Director of Projects & Finance
Andrea Klyczek, Director of Regional & International Marketing
Michael S. Dudley, Finance Manager
Barbara A. Gill, Recording Secretary
Mark J. Gabriele, Agency Counsel

1.0 Call Meeting to Order

The meeting was called to order by Chairperson Wolfgang at 8 a.m.

2.0 Roll Call

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

3.0 Approval of Meeting Minutes of March 8, 2017

Mr. Wolfgang stated that he reviewed the minutes and he asked for a motion for approval.

Ms. Aul motioned to approve the meeting minutes; Mr. Ross seconded the motion. 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 members and then summarized. The evaluation is based on 16 questions with four categories of answers: 14 Agree; 2 Somewhat Agree; and there were no Somewhat Disagree or Disagree. If there were any in the "Somewhat" or "Disagree" categories that would precipitate a meeting of the committee to remedy the problems noted. The Board Evaluations are filled out anonymously as required by PAAA.

Mr. Gabriele handed out a Summary of the Evaluations for the Board Members' reviews. A copy of the summary is attached to, and made part of, these minutes.

This year six (6) were received out of eight (8) and every evaluation had answered in the "Agree" or Somewhat Agree" category; therefore on further action is required by Agency Staff or Counsel.

This item is for informational purposes only and no action was necessary.

5.0 Reaffirm Governance Charter

Mr. Gabriele stated that the Charter has not been revised or amended in a couple of years, 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. Ross motioned to reaffirm the Governance Charter; Ms. Aul seconded the motion. The motion passed.

6.0 Any Other Matters the Committee Wished to Discuss

There were no other matters for discussion at this time.

7.0 Adjournment

Mr. Wolfgang asked for a motion to adjourn the meeting.

Mr. Bodewes motioned to adjourn the Governance Committee Meeting; Ms. Aul seconded the motion. The meeting adjourned at 8:05 a.m.

Respectfully submitted:



Barbara A. Gill, Administrator Coordinator