

## **NCIDA/NCDC/NADC GOVERNANCE COMMITTEE AGENDA**

**Date: May 14, 2025**

**Time: 8:30 a.m.**

**Place: Niagara County Center for Economic Development**

**6311 Inducon Corporate Drive**

**Sanborn, NY 14132**

### **NCIDA Governance Committee Members:**

\_\_\_\_\_ **William L. Ross, Chairperson**

\_\_\_\_\_ **David J. Masse**

\_\_\_\_\_ **Mark Berube**

### **Copies to:**

\_\_\_\_\_ **Mark Onesi**

\_\_\_\_\_ **Jason Krempa**

\_\_\_\_\_ **Anne E. McCaffrey**

\_\_\_\_\_ **Ryan J. Mahoney**

\_\_\_\_\_ **William Fekete**

\_\_\_\_\_ **Andrea Klyczek, Executive Director**

\_\_\_\_\_ **Jeremy Geartz, Director of Business Development & Retention**

\_\_\_\_\_ **Michael S. Dudley, Director of Finance & Real Estate**

\_\_\_\_\_ **Susan Barone, Grants, Loans & Compliance Manager**

\_\_\_\_\_ **Julie Lamoreaux, Office & HR Administrator**

\_\_\_\_\_ **Joseph Grenga, Project Manager**

\_\_\_\_\_ **Mark J. Gabriele, Agency Counsel**

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**1.0 Meeting Called to Order – W. Ross**

**2.0 Roll Call – Julie Lamoreaux**

**3.0 Approval of Meeting Minutes – W. Ross**

**3.1 March 19, 2025**

**4.0 Policy Review – M. Gabriele**

**5.0 Any Other Matters the Committee Wishes to Discuss**

**6.0 Adjournment – W. Ross**

## **NCIDA/NCDC/NADC GOVERNANCE COMMITTEE AGENDA**

**Date:** Wednesday, March 19, 2025

**Time:** 8:45 a.m.

**Place:** Niagara County Center for Economic Development

6311 Inducon Corporate Drive

Sanborn, NY 14132

### **NCIDA Governance Committee Members:**

William L. Ross, Chairperson      Present

David J. Masse      Present

Mark Berube      Present

### **Other Board Members Present:**

**Mark Onesi**

**Jason Krempa**

**Ryan J. Mahoney**

### **Staff Present:**

**Andrea Klyczek**, Executive Director

**Jeremy Geartz**, Director of Business Development & Retention

**Michael S. Dudley**, Director of Finance & Real Estate

**Susan Barone**, Grants, Loans & Compliance Manager

**Julie Lamoreaux**, Office & HR Administrator

**Joseph Grenga**, Project Manager

**Mark J. Gabriele**, Agency Counsel

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### **1.0 Meeting Called to Order**

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

### **2.0 Roll Call**

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

### **3.0 Approval of Meeting Minutes**

#### **3.1 November 13, 2024**

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

#### **4.0 Summary of Annual Board Evaluations – FYE 12/31/2024**

Mr. Gabriele explained that under the Public Authorities Accountability Act (PAAA), the Board of Directors of the Agency are 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. The reviews were good, therefore, no remedial action was needed.

***Mr. Ross motioned to approve the Board Evaluations; Mr. Masse seconded the motion. The motion passed.***

#### **5.0 Reaffirm Governance 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. Ross motioned to reaffirm the Governance Charter; Mr. Berube seconded the motion. The motion passed.***

#### **6.0 Policy Discussion**

Mr. Gabriele stated that there were no changes to the current policies. He informed the Committee that the statute requires that the Agency re-affirm these policies on an annual basis.

#### **7.0 Any Other Matters the Committee Wishes to Discuss**

There were no matters that the Committee wished to discuss.

#### **8.0 Adjournment**

Respectfully Submitted:

Reviewed By:

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Julie Lamoreaux  
Recording Secretary

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Andrea Klyczek  
Executive Director