

Niagara County Industrial Development Agency

Niagara County Center for Economic Development • 6311 Inducon Corporate Drive, Ste. 1 • Sanborn, NY 14132

NCIDA/NCDC/NADC GOVERNANCE COMMITTEE AGENDA

Date: Wednesday, March 22, 2023

Time: 8:45 a.m.

Place: Niagara County Center for Economic Development

6311 Inducon Corporate Drive

Sanborn, NY 14132

NCIDA Governance Committee Members:

Clifford Scott Present

Robert B. Cliffe Present

Copies to:

Mark Onesi

Kevin McCabe

William L. Ross

Scott Brydges

Jason Krempa

Staff Present

Susan Langdon, Executive Director

Andrea Klyczek, Assistant Director

Michael S. Dudley, Finance Manager

Caroline Caruso, Accounting Associate

Susan Barone, Grants & Operations Manager

Julie Lamoreaux, Administrative & HR Officer

Jeremy Geartz, Project Manager

Mark Gabriele, Agency Counsel

1.0 Meeting Called to Order

Mr. Scott 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 June 8, 2022

Mr. Scott 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 – FYE 12/31/2022

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.

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

6.0 Policy Discussion

Mr. Gabriele stated that as the year goes on, the Governance Committee will be meeting more than normal because there are policies that need to be updated for the Agency.

7.0 Any Other Matters the Committee Wishes to Discuss

There were no other matters for discussion at this time.

8.0 Adjournment

Hearing no other comments, Mr. Scott made a motion to adjourn the meeting, Mr. Cliffe seconded he motion. The meeting adjourned at 8:50 a.m.

Respectfully Submitted:

Reviewed By:

Julie Lamoreaux
Recording Secretary

Susan C. Langdon
Executive Director