

Cayuga County Industrial Development Agency Governance Committee Meeting

2 State St.

Tuesday, November 18th, 2014, 3:15 p.m.

The meeting began at 3:19pm.

ROLL CALL

Present: Paul Lattimore, Carol Contiguglia.

Excused: Gina Speno

Others Present: Tracy Verrier, CEDA; Michelle Prego-Milewski, CSS.

OLD BUSINESS:

- a) Ms. Verrier reported on the board self-evaluations, noting that she was missing three forms, but of those who answered, most marked the "agree" or "somewhat agree" categories.
- b) The changes suggested to the Charter, Whistleblower and Reimbursement Policies have been made by Ms. Verrier. It was agreed that the Board chair can approve reimbursements upon short notice for special circumstances.
- c) Mr. Lattimore and Ms. Contiguglia reviewed a letter to the County Legislature regarding future nominations to the CCIDA Board and signed it. It was agreed that Ms. Speno would be asked to sign it as well, and then Ms. Verrier would deliver it to the Chairman of the Legislature.

NEW BUSINESS:

- a) The Committee reviewed the Board's By-Laws. Ms. Verrier brought attention to an item on page four, section II concerning the process for check-signing. After discussion, the committee decided to ask for another Board member's, Mr. Latanyshyn's, input. There was also a brief discussion on Section 6 (Order of Business) on pages 5 and 6. The Committee would like to add "Executive Session (as needed)" as item number eight to the order of business. Furthermore, the Committee agreed to change Section 7 (Manner of Voting) on page 6 to state that a roll-call vote would only be required for Resolutions as opposed to for "all questions". They discussed that a roll-call vote is not necessary for all motions, but that Board members would still be able to request a roll-call on motions when they deem one necessary. Mr. Lattimore suggested that Ms. Verrier add language to the Defense and Indemnification Policy regarding the requirement of the CCIDA's insurance and insurance certificate through the County. Mr. Lattimore requested that Ms. Verrier obtain copies of the insurance certificate and relevant policies from the County for review by the Committee and to keep on hand.

ADJOURNMENT OF CCIDA GOVERNANCE COMMITTEE MEETING

The meeting ended at 3:58 p.m.

Respectfully submitted,
Michelle Prego-Milewski
Acting Secretary