

**Governance Committee**

**Meeting of January 27, 2011**

**For:**                   **St. Lawrence County Industrial Development Agency**  
**St. Lawrence County IDA Local Development Corporation**  
**St. Lawrence County IDA Civic Development Corporation**

Meeting called to order at 11:20 AM in the Education Center at EJ Noble Hospital, Gouverneur.

In attendance: Ernest LaBaff, Brian Staples, R. Joseph Weekes, Jr.

Also: Raymond Fountain, Patrick Kelly, Natalie Sweatland

LaBaff/Staples motion for an Executive Session to discuss matters leading to the discipline of a particular employee.

11:35 AM return to Regular Session.

Credit Card Policy: Committee members review credit card usage policy. Committee recommends forwarding policy to full IDA Board for approval.

Travel Policy: Committee members review travel policy. Changes to the policy are discussed – (i) a more detailed policy; (ii) inclusion of a per-diem travel rate option. Committee recommends forwarding policy to full IDA Board for approval.

Financial Disclosure: Committee members review financial disclosure. Staff recommend no change to form, but ask that the Committee considers self-imposed deadline of March 31. Said deadline would more easily conform to the County’s deadline. Mr. Staples notes his opposition to the idea of changing the deadline. Committee recommends (Weekes and LaBaff vote “yes,” Staples votes “no”) forwarding policy to full IDA, IDALDC and IDACDC boards for approval

Bylaws: Committee members review all three entities’ bylaws and have no recommended changes.

Code of Ethics: Committee members review all three entities’ ethics documents and have no recommended changes.

Board of Directors’ Evaluations: Evaluations were opened for all three entities, tabulated and reviewed. The Committee will discuss its findings at the next boards meetings.

Mission and Performance Measurements: Committee members reviewed all three entities’ documents and recommend forwarding to full IDA, IDALDC and IDACDC boards for further discussion.

Meeting adjourned by unanimous consent at 11:45 AM