

To: EDC Governance Committee Members

DRAFT

Re: Minutes of January 11, 2019

Present: Dr. Kristine Duffy, Member, EDC Director  
Chris Barden, Member, EDC Vice Chairman  
Matt Fuller, Member, Secretary

Jennifer Switzer – EDC staff

Absent: Alex Rotolo, Member

On January 11, 2019 the Governance Committee of the EDC Board of Directors for the Economic Development Corporation met in the President's Conference Room at Scoville Learning Center at SUNY Adirondack located at 640 Bay Road in Queensbury, NY. The following items of business were discussed:

- A. Call to Order: Governance Committee Chair Dr. Kristine Duffy called the meeting to order at 8:00 a.m.
- B. Items
  - a. Review of Current Board Membership – The committee reviewed the current membership and discussed upcoming vacancies. Arleen Girard, current chair will be terming off the board in April. The committee discussed the addition of a new member for April 2019, preferably in the banking industry to help maintain representation on the board of the financial sector. Three individuals names were discussed with committee members reaching out the various individuals to gage interest for the open seat.
  - b. Discussion of Remaining Succession Needs – the committee reviewed the current list of offices and no further action will need to be taken as the chair position has been previously discussed and an appointment made. The committee discussed reaching out to those Directors whose terms will expire in 2020 (Mitch Amado and Jim Siplon) to determine interest in another term or replacement on the board for planning purposes.
  - c. Discussion of PAAA Board Compliance – Jennifer reviewed with the group the various documents used to track compliance with PAAA. She reported that the EDC board remains in compliance and staff will continue to track and document.
- C. New Business – Committee members inquired as to whether a date had been set for the Annual Luncheon
- D. Adjourn – upon no further business to come before the Committee, Governance Committee Chair Kris Duffy adjourned the meeting at 8:35 a.m.