

To: *Governance Committee Members*

Re: *Minutes of October 7, 2014*

Present: Jeffery Byrne, Chairman
Mike Borgos, Member
Chris Barden, Member
Chuck Barton, EDC Chairman
Elaine Behlmer, EDC Office Administrator/Acting Secretary

On October 7, 2014 the Governance Committee of the EDC Board of Directors for the Economic Development Corporation met in the Conference Room at 188 Dix Avenue, Glens Falls, New York. The following items of business were discussed:

- I.** **Welcome and Call to Order:** Chairman Jeff Byrne welcomed everyone and called the meeting to order at 8:06 a.m. The major focus of this meeting is to come to a consensus on the governance committee charter. The committee has received good input with Jeff and Chuck working with Justin Miller of Harris Beach along with committee members.
- II.** **Approval of September 23, 2014 Minutes:** A motion is made by Mike Borgos, seconded by Chris Barden and carried unanimously to approve the September 23, 2014 meeting minutes.
- III.** **Purpose of Meeting:**

 - Follow-up Charter Review and Discussion: The committee reviews the latest version of document page by page with all concerns addressed before making revisions. Elaine will revise document and forward to all committee members for review and approval with document emailed to EDC Board of Directors one week prior to EDC's Regular Monthly Meeting of the Board of Directors on Tuesday, October 21, 2014.
 - Follow-up Discussion on Slate of Officers/New Board Members: A discussion follows on future roles of board members along with strategy for organization, collaboration with SEDC and ARCC and relationships with other entities. Elaine will send new contact information for Arleen Girard to Jeff Byrne.
- IV.** **Adjournment:** Upon no further business Chairman Jeff Byrne adjourned the meeting at 8:30 a.m.