

To: *EDC Governance Committee Members*

Re: *Minutes of June 4, 2015*

Present: Jeffery Byrne, Chairman Governance Committee, EDC Secretary
Chris Barden, EDC Vice Chairman
Chuck Barton, EDC Chairman
Matt Fuller, Member, EDC Director
Elaine Behlmer, Office Administrator/Acting Secretary

Absent: Dr. Kris Duffy, Member, EDC Director

On June 4, 2015 the Governance Committee of the EDC Board of Directors for the Economic Development Corporation met in the Conference Room at North Country Janitorial Offices located at 188 Dix Avenue, Glens Falls, New York. The following items of business were discussed:

1. Welcome and Call to Order: Chairman Jeff Byrne extends a warm welcome and thanks everyone for coming. He calls the meeting to order at 8:00 a.m. and informs the Committee Dr. Kris Duffy is unable to attend due to a conflict.

2. Approval:

- Governance Committee Meeting Minutes March 17, 2015
- Governance Committee Meeting Minutes March 20, 2015

A motion is made by Chuck Barton, seconded by Matt Fuller and carried unanimously to approve the March 17, 2015 and March 20, 2015 Governance Committee Meeting Minutes.

3. Purpose of Meeting:

- **Adding Two Committee Members:** There are two recommendations for appointment of committee members. A motion is made by Chuck Barton, seconded by Matt Fuller and carried unanimously to appoint two additional committee members with recommendation going to the full board at EDC's Regular Monthly Meeting on Tuesday, June 16, 2015:
Audit & Finance Committee - Member - Judy Calogero
Governance Committee - Member - Chris Barden
- **Terms for New Board Members:** Adopted By-laws on May 8, 2015 are reviewed with a recommendation following to the full board for new board members Mitch Amado, Dr. Kris Duffy and Matt Fuller to serve a term of 3 years on the Board of Directors with an opportunity for another term and plan for leadership roles further down the road. A brief discussion follows on EDC having a small board since elected officials are unable to fill officer positions. By-laws state at least 7 board members are needed with no more than 11 serving. There are currently 11 board members. The Governance Committee will look for 2 additional board members for January 1st since 2 board members are coming off the board. To-date there is good representation from manufacturing and industrial, service industry, retail and medical health. Representation from AngioDynamics, Finch, Hacker, and Just Beverages is discussed as potential board candidates with a representative from manufacturing and service industry needed. A Governance Committee Meeting will be

scheduled in July to further discuss potential board candidates with Judy Calogero and Dr. Duffy mentioned as good contacts for recommendations. Jeff Byrne will talk to Kurt Jaeger regarding his board term before the next Board of Directors Meeting. Timeframe is to look for two additional candidates effective January 1st, propose in October, finalize in November and approve in November at EDC's Regular Monthly Meeting of the Board of Directors.

- 4. Adjournment:** Upon no further business a motion is made by Jeff Byrne, seconded by Chuck Barton and carried unanimously to adjourn the meeting. The meeting is adjourned at 8:25.a.m.