

**ST. LAWRENCE COUNTY IDA
CIVIC DEVELOPMENT CORPORATION**

GOVERNANCE COMMITTEE MEETING

MARCH 16, 2018

1. Call to Order
The Committee meeting is called to order at 12:58 PM, with Committee members Blevins, Hall and LaBaff. Also present are IDA Staff Patrick Kelly and Lori Sibley.
2. Governance Documents
 - i. Review of the Compensation, Reimbursement and Attendance Policy.
No changes noted.
 - ii. Review of the Whistleblower Policy & Procedures.
No changes noted.
 - iii. Review of Code of Ethics
No changes noted.
 - iv. Review of Defense & Indemnification Policy.
No changes noted.
3. Current Policies
 - i. Financial Disclosure
Ms. Sibley reviews the FY2017 Statement of Financial Disclosure with the committee members, emphasizing the form is modeled after the questionnaire provided by the St. Lawrence County Ethics Board. No changes noted. Mr. Kelly adds that the forms were returned to the IDA last year by the County Board of Ethics claiming the IDA is an independent contractor of the County and not required to submit financial disclosure forms. However, in an effort to be compliant with Public Authorities Law, IDA Board Members, Executives and Staff will complete the forms again this year and forward them to the St. Lawrence County Board of Ethics before the March 31st filing deadline. A letter of explanation outlining our requirement to submit the filings will be presented to the Board of Ethics with our forms when they are submitted this year.
4. Executive Session
The committee met in Executive Session to review and discuss the Board Self-Evaluation Forms.
5. General Discussion
 - i. Mission and Performance Review
Mr. Kelly reviews the current mission statement and performance goals with the committee, while referencing the policy guidance provided by the Authorities Budget

Office pertaining to Public Authority Mission Statements and Measurement Reports. After review and discussion, the committee decides there are no changes needed at this time. The committee notes they are pleased with the performance review for 2017.

6. Adjournment

Meeting adjourns at 1:15 PM.