

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

GOVERNANCE COMMITTEE MEETING

MARCH 26, 2024

1. Call to Order

A Governance Committee meeting for the St. Lawrence County IDA is called to order at 2:03 PM, with Committee members Ernest LaBaff, Mark Hall and Lynn Blevins (via Zoom). Patrick Kelly and Lori Sibley are also present.

2. Governance Documents: *Mr. LaBaff/Mr. Hall motion/second, all in favor of the below reviews.*

- i. Review of the Compensation, Reimbursement, and Attendance Policy
No changes noted. All members are in agreement.
- ii. Review of the Whistleblower Policy & Procedures
No changes noted. All members are in agreement.
- iii. Review of Code of Ethics
No changes noted. All members are in agreement.
- iv. Review of Defense & Indemnification Policy
No changes noted. All members are in agreement.
- v. Review of Disposition of Real Property Guidelines.
No changes noted. All members are in agreement.

3. Current Policies

Financial Disclosure

Ms. Sibley reviews the FY2023 Statement of Financial Disclosure with the committee members. No changes noted. IDA Board Members, Executives and Staff are required to complete the forms again this year to be forwarded to the St. Lawrence County Board of Ethics.

Mr. Blevins inquires about the origination of the questions on the form. Ms. Sibley mentions the form is derived from the County Board of Ethics. Mr. Blevins asks what source the County BOE uses to compose the questions. Ms. Sibley offers to check into it and follow up with the committee.

4. Executive Session

Mr. Hall/Mr. LaBaff motion/second to move to Executive Session at 2:06 PM. Mr. LaBaff/Mr. Hall motion/second for the Committee to return to Regular Session at 2:13 PM.

5. General Discussion

Mission and Performance Review

Mr. Kelly reviews the current mission statement and performance goals with the committee and notes highlights of 2023 projects. He adds that it was another very busy year. After review and discussion, the committee agrees there are no changes needed to the Mission and Performance Review at this time. LaBaff/Hall accept the report. An official review and discussion period will be made available at the full board meeting.

Annual Report Review

Mr. Kelly reviews the highlights from the IDA Annual Report to the St. Lawrence County Board of Legislators. Mr. Kelly also mentions the separate reports for the IDA and each of its affiliates, which provides the same information broken out into individual reports.

6. Adjournment

Mr. Hall makes a motion, seconded by Mr. LaBaff, to adjourn. The meeting adjourns at 2:16 PM.