

**ST. LAWRENCE COUNTY  
PROPERTY DEVELOPMENT CORPORATION**

**GOVERNANCE COMMITTEE MEETING**

**MARCH 16, 2021**

1. Call to Order

*The Committee meeting is called to order at 12:54 PM, with Committee members Lynn Blevins- Chair (present), Ernest LaBaff (teleconference) and Mark Hall (present). Also present is IDA Staff: Patrick Kelly.*

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

*Suggestion by Mr. Hall to change “director” in the Code to “board member” to ensure consistency with other policies. Both Mr. LaBaff and Mr. Blevins agree with the suggested modification.*

- iv. Review of Defense & Indemnification Policy.

*No changes noted.*

- v. Review of Disposition of Real Property Guidelines.

*No changes noted.*

*Mr. Hall moves, and Mr. LaBaff seconds, to bring these resolutions to the full PDC at the next PDC meeting with the proposed modification to the Code of Ethics as suggested by Mr. Hall.*

3. Current Policies

Financial Disclosure

*Mr. Kelly reviews the FY2020 Statement of Financial Disclosure with the committee members and adds that the form is modeled after the questionnaire provided by the St. Lawrence County Ethics Board. No changes noted. As required by Public Authorities Law, 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.*

4. General Discussion

**Mission and Performance Review**

*Mr. Kelly reviews the current mission statement and performance goals with the committee. Discussion and review centers around the properties held by the PDC. The former Star Lake Great American store appears to be close to being sold. The building will likely be razed, and a new discount retail facility will be constructed on site by the buyer. Bid documents for work in the former Newell Building in Ogdensburg are being prepared with the goal of starting work later this spring. LaBaff/Hall accept the report. The members agree that the PDC is serving an important purpose by holding and redeveloping these properties in partnership with the IDA and other affiliated development entities.*

5. Executive Session

*Mr. LaBaff/Mr. Hall motion/second to move to Executive Session at 12:57 PM to discuss the Board Self-Evaluation forms. Mr. LaBaff/Mr. Hall motion/second for the Committee to return to Regular Session at 1:00 PM.*

6. Adjournment

*Meeting adjourns at 1:00 PM.*