

# Niagara County Industrial Development Agency

Niagara County Center for Economic Development • 6311 Inducon Corporate Drive, Ste. 1 • Sanborn, NY 14132

## **NCIDA/NCDC/NADC GOVERNANCE COMMITTEE AGENDA**

**Date:** Wednesday, March 27, 2024

**Time:** 8:45 a.m.

**Place:** Niagara County Center for Economic Development

6311 Inducon Corporate Drive

Sanborn, NY 14132

### **NCIDA Governance Committee Members:**

William L. Ross, Chairperson Present

Clifford Scott, Member Present

David J. Masse Present

### **Other Board Members Present:**

Mark Onesi

Jason Krempa

Mark Berube

Anne E. McCaffrey

Ryan J. Mahoney

### **Staff Present**

Susan Langdon, Executive Director

Michael S. Dudley, Finance Manager

Caroline Caruso, Accounting Associate

Susan Barone, Grants & Operations Manager

Julie Lamoreaux, Administrative & HR Officer

Jeremy Geartz, Project Manager

Mark Gabriele, Agency Counsel

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### **1.0 Meeting Called to Order**

Mr. Ross called the meeting to order at 8:45 a.m.

### **2.0 Roll Call**

Ms. Lamoreaux called the roll; a quorum was established.

### **3.0 Approval of Meeting Minutes**

#### **3.1 August 9, 2023**

***Mr. Ross stated that he had reviewed the meeting minutes and he made a motion for approval; Mr. Scott seconded the motion. The motion passed.***

#### **4.0 Summary of Annual Board Evaluations – FYE 12/31/2023**

Mr. Gabriele explained that under the Public Authorities Accountability Act (PAAA), the Board of Directors of the Agency are required to complete a self-evaluation each year. Questionnaires were sent to all board members and then summarized. The Board Evaluations are filled out anonymously as required by PAAA. A summary of the evaluations was in the agenda packet for the Board Members' review. The reviews were good, therefore, no remedial action was needed.

#### **5.0 Reaffirm Governance Charter**

Mr. Gabriele stated that the Charter has not been revised or amended and the Board is required to reaffirm it on an annual basis at the March Annual Board meeting per the Public Authorities Accountability Act.

***Mr. Ross motioned to reaffirm the Governance Charter; Mr. Masse seconded the motion. The motion passed.***

#### **6.0 Policy Discussion**

Mr. Gabriele stated that all of the policies were updated and sent out to the Board prior to the meeting. He informed the Committee that the statute requires that the Agency re-affirm these policies on an annual basis.

#### **7.0 Any Other Matters the Committee Wishes to Discuss**

There were no matters that the Committee wished to discuss.

#### **8.0 Adjournment**

***Hearing no other comments, Mr. Ross made a motion to adjourn the meeting, Mr. Cliffe seconded he motion. The meeting adjourned at 8:50 a.m.***

Respectfully Submitted:

Reviewed By:

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Julie Lamoreaux  
Recording Secretary

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Susan C. Langdon  
Executive Director