

**Minutes of the
County of Clinton Industrial Development Agency
Governance Committee
March 25, 2019**

The meeting was called to order by Michael Zurlo, Chairperson, at 2:00 p.m., at the office of the County of Clinton Industrial Development Agency, 137 Margaret Street, Plattsburgh, New York 12901.

MEMBERS PRESENT: Michael Zurlo, Chairperson
David Hoover, Member

MEMBERS EXCUSED: John VanNatten, Vice Chairperson

OTHERS PRESENT: Renee McFarlin, Executive Director
Christopher Canada, Esq., Agency Counsel
Trent Trahan, CCIDA Member
Mark Leta, CCIDA Member
Toni Moffat, Executive Assistant

Reading and Consideration of the Draft Minutes of the CCIDA Governance meeting of December 10, 2018

M. Zurlo waived the reading of the minutes of the December 10, 2018 regular meeting. He asked if there were any questions regarding the draft minutes and there were none as presented.

On a motion by D. Hoover, and seconded by M. Zurlo, it was unanimously carried to approve the minutes of the December 10, 2018 regular meeting.

Public Comment:

There was no public comment.

Old Business

There was no old business to report.

New Business

Review and Recommend Approval of the following:

- CCIDA Organizational Chart
- Defense and Indemnification of Board Members Policy
- Time and Attendance Policy
- Policy Prohibiting Extension to Credit to Board Members and Staff

The members reviewed the organizational chart and policies.

On a motion by D. Hoover, seconded by M. Zurlo, it was unanimously RESOLVED to accept the organizational chart and policies as presented and move to the Board for approval.

With no other items to discuss the meeting was adjourned at 2:03 p.m.


Michael Zurlo, Governance Committee Chairperson