

SENECA COUNTY FUNDING CORPORATION
JOINT IDA EDC FC Governance Committee Meeting
Thursday, November 30, 2023
2:00 PM
Heroes Conference Room
One DiPronio Drive
Waterloo, NY 13165

Agenda

1. **Approval of Governance Committee Meeting Minutes of October 21, 2022** V _____

2. **Review of SCFC Policies:**

Established Policies w. no Modifications: V _____

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| <ul style="list-style-type: none"> Audit Committee Charter By-laws Code of Ethics Compensation, Reimbursement and Attendance Policy Conflict of Interest Defense and Indemnification Policy Disposition of Property Guidelines Finance Committee Charter FOIL Policy | <ul style="list-style-type: none"> Investment Policy Mission Statement Procurement Policy Records and Retention Policy Sexual Harassment Policy Travel Policy Whistleblower Policy |
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3. **Nomination of SCFC Officers for 2024**

4. **Self-Evaluation of SCFC Governance Committee**

5. **Other Business**

6. **Consideration of Executive Session**

7. **Adjournment**

SENECA COUNTY FUNDING CORPORATION

c/o Seneca County IDA
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Waterloo, NY 13165

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SENECA COUNTY FUNDING CORPORATION (SCFC)
GOVERNANCE COMMITTEE
MEETING MINUTES

October 21, 2022
12:00 pm
Heroes Conference Rm
One DiPronio Dr, Waterloo NY

Attendance:

Members Present: Robert Kernan and Steve Brusso,
Others Attending: Sarah Davis, Kelly Kline, Dave Hewitt, Tom Murray

Call to Order:

Chairman Brusso called the meeting to order at 12:00 pm. A quorum of committee members was present.

Approval of Meeting Minutes of October 22, 2021:

The meeting minutes were distributed and reviewed by the Committee. A motion was made by Mr. Kernan to approve the minutes. Seconded by Mr. Brusso. Motion carried.

Review and Recommend Approval of FC Policies w. no modifications:

Copies of the Policies were provided to Board members prior to the meeting. They reviewed and recommended approval of the following policies with no changes: Audit Committee Charter, By-laws, Code of Ethics, Compensation, Reimbursement and Attendance Policy , Conflict of Interest , Defense and Indemnification Policy, Disposition of Property Guidelines, Finance Committee Charter, FOIL Policy , Investment Policy, Mission Statement , Procurement Policy, Records and Retention Policy , Sexual Harassment Policy , Travel Policy, Whistleblower Policy.

A motion to approve was made by Mr. Kernan. Seconded by Mr. Brusso. Members Kernan and Brusso voted "yea". Motion carried

Nominations of SCFC Officers for 2022:

The Governance Committee serves as the Nominating Committee for the Slate of FC Officers for 2023. Committee members gave their recommendations for 2023 slate of officers as follows:

- Steven Brusso - Chairman
- Robert Kernan - Secretary / Treasurer

SCFC Self Evaluation of Governance Committee:

According to the SCFC Governance Committee Charter, the committee must report annually any proposed changes to the governance charter and governance guidelines. It is also recommended that a review of procedures is made in accordance with PAAA. A Draft Evaluation was provided to Committee Members prior to the meeting for their review. Committee members request the Evaluation be provided to the full SCFC Board at their next meeting

Adjournment:

A motion to adjourn the meeting was made by Mr. Kernan and seconded by Mr. Brusso. Motion carried. The meeting adjourned at 12:05pm

Respectfully submitted,

Sarah R. Davis
Executive Director

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SCFC Governance Committee's 2023 Evaluation

The SCFC Governance Committee is required to report to the SCFC Board, at least annually, any proposed changes to the Governance Charter or the Governance guidelines.

There are no proposed changes to the Governance Charter or the Governance Guidelines at this time.

There were no documents disposed of, other than valueless records, per the Records and Retention Policy. All records are disposed of via paper shredding.

The Governance Committee had one meeting in 2023 which they completed the following and provided their recommendations to the full board

- Review of Established Policies
- Nominations of Officers for 2024

Submitted:

SCFC Governance Committee
