



## MONROE COUNTY INDUSTRIAL DEVELOPMENT CORPORATION

CityPlace 50 W. Main Street, Suite 8100  
Rochester, NY 14614  
Phone (585) 753-2020 - FAX (585) 753-2029

### GOVERNANCE COMMITTEE MINUTES

Date & Place: March 6, 2018, MCIDC, 50 W. Main Street, Suite 8100, Rochester, NY 14614

Present: H. Abdul-Wahid, C. Campbell, P. Hin, D. Mendick, S. Strassenburgh

Absent: None

Others Present: Executive Director J. Adair, D. Brooks, M. Doyle, D. Halladay, M. Patel, Esq.

There being a quorum present, the Governance Committee was called to order by D. Mendick as Chair at 9:30 a.m.

**Minutes:** The draft minutes of the October 3, 2017 meeting were presented. On motion by H. Abdul-Wahid, second by S. Strassenburgh, all aye, the minutes were approved.

**Mission Statement and Measurement Report:** The Mission Statement and 2017 Measurement Report were reviewed. No changes were recommended to the Mission Statement. On motion by P. Hin, second by S. Strassenburgh, all aye, the Committee will recommend Board adoption and submission to the ABO.

**Governance Committee Charter:** On motion by C. Campbell and second by P. Hin, the Committee will recommend Board approval of the existing Charter.

**By-Laws:** On motion by H. Abdul-Wahid and second by S. Strassenburgh, the Committee will recommend Board approval of the existing by-laws.

**Board Reporting and Disclosures:** The Committee acknowledged that each Board Member completed the required Fiduciary Duty form, and these will be certified as part of the PARIS Report submission in compliance with Section 2824 of PAL. The Committee acknowledged that each Board Member completed the Financial Disclosure form for filing with the Board of Ethics pursuant to Article 18 of GML.

**Annual Self Evaluation:** The Committee reviewed its evaluation and noted there are no issues.

**Annual Board Self Evaluation:** The Committee reviewed the confidential Board evaluation for Year 2017 and noted there are no issues. On motion by H. Abdul-Wahid and second by S. Strassenburgh, all aye, the Committee approved recommending Board approval of the evaluation, and providing the results to the ABO by March 31, 2018.

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**Annual Review of Policies and Procedures:** The Committee reviewed all policies and procedures. On motion by H. Abdul-Wahid, second by S. Strassenburgh, all aye, the Committee approved recommending Board approval of all policies.

**Fee Schedule:** In accordance with its Charter, the Committee reviewed fee schedules. No changes were recommended.

There being no further business, on motion by H. Abdul-Wahid, second by S. Strassenburgh, all aye, the meeting was adjourned at 9:45 a.m.

Submitted by M. Doyle