

SENECA COUNTY FUNDING CORPORATION

c/o Seneca County IDA
One DiPronio Drive
Waterloo, NY 13165

Phone (315) 539-1725

Fax (315) 539-4340

SENECA COUNTY FUNDING CORPORATION (SCFC)

GOVERNANCE COMMITTEE

MEETING MINUTES

Thursday November 19, 2020

2:00 pm

Via Livestream due to COVID19

Attendance:

Members Present: Robert Kernan Chair, and Valerie Bassett,

Members Absent: Steve Brusso

Others Attending: Sarah Davis, IDA Executive Director; Kelly Kline, IDA Office Manager, Patricia Jones, IDA Deputy Director

Call to Order:

Chairman Kernan called the meeting to order at 2:00 pm. A quorum of committee members was present.

Approval of Meeting Minutes of November 14, 2019:

The meeting minutes of November 19, 2019 were distributed and reviewed by the Committee. A motion was made by Ms. Bassett to approve the minutes. Seconded by M., Kernan. Motion carried.

Review and Recommend Approval of New FOIL Policy

The Seneca County Funding Corporation (SCFC) is subject to New York State's Freedom of Information Law (FOIL). The purpose of this law is to allow the public access to records used in establishing public policy or decision-making. A motion to recommend approval to the full Board was made by Ms. Bassett. Seconded by Mr. Kernan. Members Kernan and Bassett vote "yea". Mr. Brusso was absent. Motion carried.

Review and Recommend Approval of New Sexual Harassment Policy:

The Seneca County Funding Corporation is subject to New York State's Freedom of Information Law (FOIL). The purpose of this law is to allow the public access to records used in establishing public policy or decision-making. A motion to approve was made by Ms. Bassett. Seconded by Mr. Brusso. Members Kernan and Bassett vote "yea". Mr. Brusso was absent. 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: By-Laws, Code of Ethics, Disposition of Property policy, Investment Policy, Procurement Policy, , Records and Retention Policy, Whistleblower Policy and Mission Statement. A motion to approve was made by Ms. Bassett. Seconded by Mr. Brusso. Members Kernan and Bassett vote "yea". Mr. Brusso was absent. Motion carried

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. Macinski and seconded by Mr. Brusso. Motion carried. The meeting adjourned at 2:15 pm

Respectfully submitted,

Sarah R. Davis
Executive Director