

**Minutes of the Meeting of the
Clinton County Capital Resource Corporation
Governance Committee
March 26, 2018**

The meeting was called to order by Michael Zurlo, Chairperson, at 1:03 p.m. at the offices of the County of Clinton Industrial Development Agency, 190 Banker Road, Suite 500, Plattsburgh, N.Y.

Members Present: Michael Zurlo, Chairperson
John VanNatten, Vice-Chairperson
Dave Hoover Member

Others Present: Melissa McManus, Executive Director
George Cregg, Special Counsel
Trent Trahan, CCIDA Member
Mark Leta, CCIDA Member
Kim Murray, CCIDA Member
Christine Jabaut, TDC Comptroller
Barbara Shute, Recording Secretary

M. Zurlo waived the reading of the notice of the meeting that was published in the *Press-Republican* on December 22, 2017.

Old Business: None

New Business:

1. Review and Recommend approval and authorization to post on PARIS the following reports:
 - Draft CRC Investment Report
 - Draft CRC Real Property Report
 - Draft CRC Procurement Report

The members reviewed the reports.

On motion by J. VanNatten, seconded by D. Hoover, it was unanimously RESOLVED to accept the following:

- Draft CRC Investment Report
- Draft CRC Real Property Report
- Draft CRC Procurement Report

and to move to the Full Board for approval and authorization to post same on PARIS.

2. Review and Recommend Approval of the following:

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

The members reviewed the revised organizational chart and policies.

On motion by D. Hoover, seconded by J. VanNatten, it was unanimously RESOLVED to accept the revised organizational chart and policies as presented and move to the Full Board for approval.

With no other items to discuss the meeting adjourned at 1:07 p.m.


Mike Zurlo, Governance Committee Chair

John VanNatten

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