

**Minutes of a Meeting of the
County of Clinton
Industrial Development Agency
Governance Committee
December 12, 2016**

The meeting was called to order by Michael Zurlo, Chairperson, at 11:45 a.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
Barbara Shute, Recording Secretary

M. Zurlo waived the reading of the notice of the meeting that was published in the *Press-Republican* on December 11, 2015.

Reading and Consideration of the Draft Minutes of the CCIDA Governance Committee meeting of November 14, 2016:

M. Zurlo waived the reading of the minutes of the November 14, 2016 regular meeting. He asked if there were any questions or discussion regarding the draft minutes and there was none. On a motion by D. Hoover, seconded by J. VanNatten, it was unanimously carried to approve the minutes of the November 14, 2016 regular meeting as presented.

New Business: None

Old Business:

1. Review and Recommend Approval of the 2016 Annual Reports

Staff reviewed the following:

- 2016 CCIDA Mission and Operations Statement

Staff are recommending the following changes to the County of Clinton IDA Goals:

- GOAL #2 - ~~Secure commitments for Airport Facility Project~~

Expand this goal to: Support Redevelopment of Key Facilities and Linked Economic Sectors

- GOAL #3 – Proposed revised goal: Collaborate with Partners to Strengthen the County's Economic Base

- GOAL #4 – Proposed revised Goal: Strengthen Administration, Monitoring and Operations

On a motion by J. VanNatten and seconded by D. Hoover, it was unanimously carried to accept all changes as recommended.

Staff reviewed the following:

- 2016 CCIDA Performance Measures Report
- 2016 CCIDA Operations and Accomplishments Report
- 2016 CCIDA Procurement Report
- 2016 CIDA Operations and Accomplishments Report

There were no changes or concerns noted. All items noted in red are pending approval by the Board and will be finalized following Board action at the December 12, 2016 meeting.

With no further discussion on a motion by J. VanNatten and seconded by D. Hoover, it was unanimously approved to advance all documents to the full board for approval.

With no other items to discuss the meeting adjourned at 11:51 p.m.


Mike Zurlo, Governance Committee Chair