

**Minutes of a Meeting of the  
County of Clinton  
Industrial Development Agency  
Governance Committee  
December 11, 2017**

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 Chairperson  
Keith Defayette, CCIDA Treasurer  
Kim Murray, CCIDA Assistant Secretary  
Barbara Shute, Recording Secretary

M. Zurlo waived the reading of the notice of the meeting that was published in the *Press-Republican* on December 26, 2016.

Reading and Consideration of the Draft Minutes of the CCIDA Governance Committee meeting of March 27, 2017:

M. Zurlo waived the reading of the minutes of the March 27, 2017 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 March 27, 2017 regular meeting as presented.

**Old Business:**

1. Review and Recommend Approval of the 2017 Annual Reports

Staff reviewed the following:

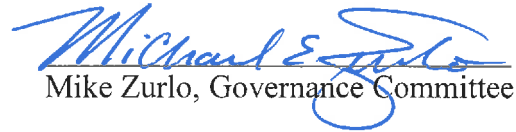
- 2017 CCIDA Mission and Operations Statement
- 2017 CCIDA Operations and Accomplishments Report
- 2017 CCIDA Performance Measures Report
- 2017 CCIDA Procurement Report
- 2017 CCIDA Real Property report
- 2017 CCIDA Investment Report

There were no changes or concerns noted.

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

**New Business:** None

With no other items to discuss the meeting adjourned at 1:05 p.m.

A handwritten signature in blue ink, appearing to read "Michael E. Zurlo", is written over the printed name. The signature is fluid and cursive, with a large loop at the end.

Mike Zurlo, Governance Committee Chair