

**Minutes of the
County of Clinton Industrial Development Agency
Governance Committee
Monday, December 9, 2019**

The meeting was called to order by Michael Zurlo, Chairperson, at 12:08 p.m., at the offices of the County of Clinton Industrial Development Agency, 137 Margaret Street, Suite 208, Plattsburgh, New York 12901.

MEMBERS PRESENT: Michael Zurlo, Chairperson
David Hoover, Member

MEMBERS EXCUSED: John VanNatten, Vice Chairperson

OTHERS PRESENT: Renee McFarlin, Executive Director
George Cregg, Esq., Agency Counsel
Trent Trahan, CCIDA Member
Keith Defayette, CCIDA Member
Kim Murray, CCIDA Member
Mark Leta, CCIDA Member
Toni Moffat, Executive Assistant
Jeanene Bell, Clinton County
Fred Wachtmeister, Board Member, Plattsburgh City School District

M. Zurlo waived the reading of the notice of the meeting published in the *Press Republican* on December 22, 2018.

Reading and Consideration of the Draft Minutes of the CCIDA Governance Committee meeting of March 25, 2019

M. Zurlo waived the reading of the minutes of the March 25, 2019 regular meeting. He asked if there were any questions regarding the draft minutes and there were none.

On a motion by D. Hoover, and seconded by M. Zurlo, it was unanimously carried to approve the minutes of the March 25, 2019 regular meeting as presented.

Public Comment

There was no public comment.

Old Business

Review and Recommend Approval of the 2019 Annual Reports

Staff reviewed the following:

- 2019 CCIDA Missions and Operations Statement
- 2019 CCIDA Operations and Accomplishments
- 2019 CCIDA Performance Measures Report
- 2019 CCIDA Procurement Report
- 2019 CCIDA Real Property
- 2019 CCIDA Investment Report

M. Zurlo reviewed the Mission and Operations Report. R. McFarlin reported the goals were extended from four to six. M. Zurlo reviewed the changes with the members. R. McFarlin noted minor edits to terminology such as the reference of the CCIDA to "the Agency" (in the Procurement Policy) as suggested by Chris Canada, Esq., Agency Counsel.

On a motion by D. Hoover, and seconded by M. Zurlo, it was unanimously approved to advance all documents to the Board for approval.

New Business

There was no new business to report.

There being no further business to discuss, M. Zurlo motioned to adjourn the meeting 12:12 p.m., seconded by D. Hoover.


Michael Zurlo, Governance Committee Chairperson