

## **LAKE CHAMPLAIN – LAKE GEORGE REGIONAL DEVELOPMENT CORPORATION**

### **GOVERNANCE COMMITTEE MEETING**

**October 12, 2021**

**Immediately following the LCLGRPB Board Meeting**

**Warren County Municipal Center**

#### AGENDA

1. Approval of March 30, 2021 minutes
  2. LCLGRDC Director's insurance (move to the Finance Committee)
  3. Governance Committee Charter review (any proposed changes to forward to the Board?)
  4. Evaluation of written policies (any proposed changes to send to the Board at Jan 11, 2022 meeting?) - these can be found online at <https://lclgrpb.org/regional-development-corp/>
  5. Self-evaluation
  6. Other
- 

Chairman Strough called the meeting to order at 2:20pm.

#### MEMBERS PRESENT

John Strough

Dave O'Brien

Al Nolette

#### ALSO PRESENT

Glen Cutter

Joe Giordano

Beth Hunt

Christy Wilt

Beth Gilles

Rachel Seeber

Carrie Yakush

#### APPROVAL OF MARCH 30, 2021 MINUTES

Chairman Strough asked for a motion to approve the March 30, 2021 Governance Committee minutes.

Motion made by Mr. O'Brien.

Seconded by Chairman Strough.

Hearing no additions or corrections and no opposed, motion carried.

#### GOVERNANCE COMMITTEE CHARTER REVIEW

Chairman Strough asked if there were any proposed changes to the Governance Committee Charter Review. Mr. O'Brien stated he reviewed them and didn't see any changes to be made. Chairman Strough agrees with Mr. O'Brien. Mr. Nolette also agrees. No proposed changes were made.

#### EVALUATION OF WRITTEN POLICIES

(Any proposed changes to send to the Board at Jan 11, 2022 meeting) – these can be found at <https://lclgrpb.org/regional-development-corp/>

Chairman Strough said we have the Attendance Policy, Code of Ethics, Compensation Policy, Defense & Indemnification Policy, Fee Policy, Internal Control Procedures Policy, Investment Policy, Loan and Credit Policy, Procurement Policy, Retaliatory Action Policy, Sexual Harassment Policy, Whistleblower Policy. Chairman Strough asked if anyone had any suggested changes then to submit them before the board meeting on January 11<sup>th</sup>, 2022.

#### SELF-EVALUATION

Chairman Strough asked that committee members to please fill it out. It's an annual assessment form. Chairman Strough noted one thing he thinks the committee is a little bit negligent on, in the assessment criteria, is "the committee chair reports after each meeting to the board." Chairman Strough stated that as chair he doesn't do an actual report. He said there are minutes to supply to the board but if anything more was expected, he needs to know about that.

Ms. Gilles said she usually does the report. But if the chairs would like to do them, then that is perfectly fine with her.

Chairman Strough says it states in the assessment that the chair does them.

Ms. Gilles said that at the next RDC meeting, the chairs of the committees will have to get their reports to the board.

Chairman Strough asked if the self-assessment form had to be submitted by a certain date.

Ms. Gilles said by the end of the year.

#### LCLGRDC DIRECTOR'S INSURANCE

Ms. Gilles reviewed that Upstate Insurance Agency provided a quote of \$1,128.00 a year. That insurance would be through Great American Insurance Group. Another insurance company provided a quote of \$30,000 a year and the third insurance company didn't not respond after several attempts to reach them.

Chairman Strough asked for approval of the insurance and to move on to the Finance Committee.

Motion made by Mr. O'Brien.

Seconded by Mr. Nolette.

Hearing no additions or corrections and no opposed, motion carried.

Meeting adjourned at 2:33pm.

*Respectfully submitted by Carrie Yakush, Senior Account Clerk, LCLGRPB.*