

WASHINGTON COUNTY LOCAL DEVELOPMENT CORPORATION

Governance Committee Meeting

Tuesday, June 15, 2021

10:45 a.m. Meeting

(Meeting held via zoom – recording available)

Board Members Present: Marion Watkins, Sam Hall and Dave O'Brien

Staff Present: Deanna Derway – WCLDC President

Guests: None

I. Call to Order

Chairman O'Brien called the meeting to order at 10:49 AM.

II. Approval of Meeting Minutes

After reviewing the meeting minutes from March meeting, Marion Watkins made a motion to approve as presented. Sam Hall seconded, and it was approved unanimously.

III. Old Business - None

IV. New Business

- A. Next, the Committee reviewed the proposed Request for Proposals (RFP) for accounting and auditing services. As required by the ABO, the LDC must release RFP's for these services every 5 years. The proposed RFP's request services for a 5-year term starting with year ending 2021. The Committee reviewed the RFP's and discussed the dates to make sure there is enough time for each phase of the process. The Committee agreed with the timeline that Deanna outlined in the RFP's. The Committee also discussed which newspapers to run the required legal notices in so we can reach the widest audience (Deanna got quotes from the local papers for the Committee to compare). After a brief discussion about what we did 5 years ago, the Committee recommended using the Post Star, the Greenwich Journal & Salem Press and NYVT Media (Granville and Whitehall) in addition to being posted on our website, Facebook page and sent out to a list of companies that work with organizations like ours. After there was no more discussion and questions, Sam Hall made a motion to approve and recommend both of the RFP's and the publishing as outlined above to the Full Board of Directors for final approval. Marion Watkins seconded, and it was approved unanimously. This will be reviewed at the June Board of Directors meeting.
- B. Next, the Committee reviewed Resolution 21-8 – Defense and Indemnification Policy Revision. When we updated our By-Laws in 2019, we failed to update a reference to said By-Laws in the Defense and Indemnification Policy. Therefore, this revision corrects what previously referenced Article IX, to properly reference "Article VII, Section 1" in the Policy. The Committee had a very brief conversation about this straightforward update. Marion Watkins made a motion to approve and recommend this resolution to the Full Board of Directors for final approval. Sam Hall seconded, and it was approved unanimously. This will be reviewed at the June Board of Directors meeting.
- C. **Miscellaneous** – Deanna brought up the fact that this Committee will be looking at several items at the December meeting including making suggestions to the Full Board of Directors in regard to the Officer & Committee appointments for 2022/2023.

V. Adjournment

The meeting was adjourned at 10:56 am. Motion made by Sam Hall, seconded by Marion Watkins and approved by all.


Dave O'Brien, Chairman


Date

Submitted by Deanna Derway, Executive Director/President