

**TRUST FOR CULTURAL RESOURCES OF
THE COUNTY OF ONONDAGA
Governance Committee Meeting
December 23, 2019**

A Governance Committee meeting of the Trust for Cultural Resources of the County of Onondaga was held on Monday, December 23, 2019 at 333 West Washington Street in the large conference room on the first floor.

Trustee Greg Lancette called the meeting to order at 8:00 am with the following:

PRESENT:

Greg Lancette
Robert M. Petrovich

ALSO PRESENT:

Robert M. Petrovich, Executive Director
Genevieve A. Suits, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Carolyn Evans Dean, Economic Development
Mike Lisson, Grossman St. Amour CPAs, PLLC

REVIEW PROCUREMENT POLICY

Nate Stevens stated every year a procurement officer needs to be appointed and previous years he was appointed.

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution of the Committee to transmit the Audit and Finance Committee's Charter and the Governance Committee's Charter without comment to the Board for Review and acceptance and appointing Nate Stevens as Procurement Officer. Motion was carried unanimously.

APPROVAL OF GOVERNANCE COMMITTEE MEETING MINUTES-DECEMBER 17, 2018

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the Governance Committee Meeting minutes of May 5, 2018 were approved. Motion was carried unanimously.

REVIEW OF COMMITTEE CHARTERS

Genevieve Suits stated there are no changes to the Committee Charter.

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving the Audit and Finance Charter and recommending approval to the full Board without comment. Motion was carried unanimously.

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving the Governance Charter and recommending approval to the full Board without comment. Motion was carried unanimously.

REVIEW BYLAWS

Genevieve Suits stated there were no changes to the Bylaws.

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving the Bylaws without comment. Motion was carried unanimously.

REVIEW CODE OF ETHICS

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving the Code of Ethics without comment. Motion was carried unanimously.

REVIEW/APPROVE CRT STAFF EVALUATIONS

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving the CRT Staff Evaluations and recommending approval to the full Board without comment. Motion was carried unanimously.

REVIEW/APPROVE CRT BOARD SELF-EVALUATIONS

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving the Audit/Finance Committee Evaluations and recommending approval to the full Board without comment. Motion was carried unanimously.

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving the Governance Committee Evaluations and recommending approval to the full Board without comment. Motion was carried unanimously.

REVIEW ANNUAL REPORT OF THE CRT AUDIT/FINANCE COMMITTEE

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving the CRT Audit/Finance Committee Annual Report without comment and recommending approval to the full Board. Motion was carried unanimously.

REVIEW ANNUAL REPORT OF THE CRT GOVERNANCE COMMITTEE

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee approved a resolution approving its Annual Report without comment and recommending approval to the full Board. Motion was carried unanimously.

Upon a motion by Robert Petrovich, seconded by Greg Lancette, the CRT Governance Committee adjourned the meeting at 8:12 am. Motion was carried unanimously.



Carolyn Evans-Dean, Secretary