

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Governance Committee Meeting Minutes
December 12, 2013

A Governance Committee meeting of the Onondaga Civic Development Corporation was held on Thursday, December 12, 2013 at 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the first floor.

Matt McAnaney called the meeting to order at 9:00am with the following:

PRESENT:

James Farrell
Matt McAnaney

ABSENT:

Cydney Johnson

ALSO PRESENT:

Mary Beth Primo, President/CEO
Honora Spillane, Secretary
Kristi Smiley, Treasurer
Linda McShane, Office of Economic Development
Karen Doster, Office of Economic Development
Christopher Andreucci, Harris Beach

APPROVAL OF GOVERNANCE COMMITTEE MINUTES – SEPTEMBER 12, 2013

Upon a motion by James Farrell, seconded by Matt McAnaney, the OCDC Governance Committee approved the governance committee minutes of September 12, 2013. Motion was carried unanimously.

SELF-EVALUATION OF THE GOVERNANCE COMMITTEE

Upon a motion by James Farrell, seconded by Matt McAnaney, the OCDC Governance Committee approved a resolution accepting the summary evaluation without comment. Motion was carried unanimously.

REVIEW STAFF AND BOARD SELF-EVALUATIONS

Upon a motion by James Farrell, seconded by Matt McAnaney, the OCDC Governance Committee approved a resolution accepting the staff and board self-evaluations and recommending approval to the full board. Motion was carried unanimously.

REVIEW OF AUDIT AND FINANCE COMMITTEE CHARTERS

Matt McAnaney asked if there were any changes. Honora Spillane stated that the Committee Charters are the same as past years.

Upon a motion by James Farrell, seconded by Matt McAnaney, the OCDC Governance Committee approved a resolution to transmit the Audit and Finance Committees' charters without comment to the Board for review and acceptance. Motion was carried unanimously.

REVIEW ANNUAL REPORTS OF OCDC COMMITTEES

Honora Spillane stated that both reports summarize the activities of each committee for the year.

Upon a motion by James Farrell, seconded by Matt McAnaney, the OCDC Governance Committee approved a resolution accepting the Audit and Finance Committee's annual reports and recommending approval to the full Board. Motion was carried unanimously.

REVIEW GOVERNANCE COMMITTEE ANNUAL REPORT

Honora Spillane stated that the additional comment would be the Committee found no issues with its annual report.

Upon a motion by James Farrell, seconded by Matt McAnaney, the OCDC Governance Committee approved a resolution accepting its Annual Report without comment and recommending approval to the full board. Motion was carried unanimously.

Upon a motion by James Farrell, seconded by Matt McAnaney, the OCDC Governance Committee adjourned the meeting at 9:03 am. Motion was carried unanimously.



Honora Spillane, Secretary