

Glenville Local Development Corporation

Governance Committee Meeting Minutes

Wednesday, August 14, 2013

7:00am: Panera Bread, Glenville NY

Attending: Kate Toombs, Jim Valachovic, Scott Osswald

Meeting started at 7:03am

1. Discussion of draft Code of Ethics. It was agreed to present to the full Board for a vote at the next meeting.
2. Discussion of draft Governance Committee Charter. It was agreed to present the ABO example to the Board at the next meeting for adoption.
3. Discussion of draft Whistleblower Policy. It was agreed by all to present to the full Board for a vote at the next meeting.
4. Discussion of draft Sexual Harassment Policy. It was agreed to by all to present to the full Board at the next meeting for a vote.
5. Discussion of draft Procurement Policy. It was agreed to by all to present at the next Board meeting for further discussion and input from Board.
6. Discussion of Travel/Expense Reimbursement Policy. Scott agreed to look at more examples and do more research. It was noted that this policy will take more time to develop and it was agreed to by all to let the Board know of this at the next meeting.
7. Scott Osswald agreed to chair the Governance Committee.
8. The next Governance Committee meeting will take place in September. Time, date, and location TBD.
9. Meeting adjourned at 7:40am.