

**Lake Champlain – Lake George Regional Development Corporation
Governance Committee Meeting**

November 22, 2019

9:00am

Lake Champlain – Lake George Regional Planning Board Office, Lake George, NY

MEETING MINUTES - DRAFT

Agenda:

1. Governance Committee Charter
2. Discussion of amendment to By-Laws
3. Policies and Procedures – are any changes needed to put to the Board before reaffirmation in January 2020? (can be found at <https://lclgrpb.org/regional-development-corp/>)
4. Confidential Board Self-Evaluations
5. New Board members
 - a. Clinton County
 - b. Essex County

Committee Members present: David O'Brien, Harry Booth, John Strough

Others present: Pete Keenan, Beth Hunt, Al Nolette, Beth Gilles, Carrie Yakush

Lake Champlain – Lake George Regional Development Corporation (RDC) Governance Committee Chairman, Dave O'Brien, called the meeting to order at 9:00 A.M.

Ms. Gilles reviewed the Model Governance Committee Charter from the ABO website. Several areas were discussed and adjusted according to the RDC's By-Laws.

Chairman O'Brien asked for a motion to present these changes at the next Board meeting in January. Motion made by John Strough and seconded by Harry Booth. Motion carried.

Next, Ms. Gilles reviewed the Policies and Procedures packet that was distributed. Discussion for changes were made for the Code of Ethics and Internal Control Procedure/Policy.

Ms. Gilles also reviewed the RDC By-Laws. Discussion was had for changes over several areas of the By-Laws.

Chairman O'Brien asked for a motion to present these changes at the next Board meeting in January. Motion made by John Strough and seconded by Harry Booth. Motion carried.

Ms. Gilles distributed the Confidential Board Self-Evaluations for all to complete. Once completed by all members, Chairman O'Brien compiles all answers and sends them to the ABO.

Lastly, Ms. Gilles discussed new Board members. Pete Keenan, Clinton County, is retiring. Ron Jackson, Essex County, is retiring. All board members serve one-year terms.

Meeting adjourned at 9:29AM.