

City of Albany Industrial Development Agency

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Tracy Metzger, *Chair*
Susan Pedo, *Vice Chair*
Darius Shahinfar, *Treasurer*
Lee Eck, *Assistant Secretary*
Dominick Calsolaro
Robert Schofield
Jahkeen Hoke

Sarah Reginelli, *Chief Executive Officer*
Mark Opalka, *Chief Financial Officer*
William Kelly, *Agency Counsel*

IDA MINUTES OF GOVERNANCE COMMITTEE MEETING

Thursday, December 20, 2018 at 12:00 pm

Attending: Tracy Metzger, Robert Schofield, and Darius Shahinfar

Absent: None

Also Present: Susan Pedo, Jahkeen Hoke, Dominick Calsolaro, Joseph Scott, Bill Kelly, Sarah Reginelli, Mark Opalka, Joe Landy, Andy Corcione, Michael Bohne, and Genevieve Zurowski

Chair Tracy Metzger called the Governance Committee meeting of the IDA to order at 12:19 pm.

Roll Call

Chair Tracy Metzger reported that all committee members were present.

Reading of Minutes of the October 18, 2018 Governance Committee Meeting

Since the minutes of the previous meeting had been distributed to Committee members in advance for review, Chair Tracy Metzger made a proposal to dispense with the reading of the minutes.

Approval of Minutes of the October 18, 2018 Governance Committee Meeting

Chair Tracy Metzger made a proposal to approve the minutes of the Governance Committee Meeting of October 18th as presented. A motion to accept the minutes, as presented, was made by Darius Shahinfar and seconded by Robert Schofield. A vote being taken, the minutes were accepted unanimously.

New Business

Governance Committee Self Evaluation

Staff reviewed the Governance Committee 2018 Self Evaluation with the Committee. The review is considered best practice and completed by the Committee annually. With positive recommendation, the Committee accepted the Governance Committee 2018 Self Evaluation.

ABO/PAAA Annual Recommendations/Requirements

Staff reviewed the ABO's recommendations/requirements for Board Member Training with the Committee. Staff discussed the upcoming ABO board member training sessions. Staff explained that the ABO recommends the Committee review it annually.

Other Business

None.

There being no further business, Chair Tracy Metzger adjourned the meeting at 12:20 pm.

Respectfully submitted,



Lee Eck, Secretary