

**Jefferson County Local Development Corporation  
Governance Committee Meeting Minutes  
September 12, 2019**

The JCLDC held a governance committee meeting on Thursday, September 12, 2019 in the board room, 800 Starbuck Avenue, Watertown, NY.

**Present:** W. Edward Walldroff, Greg Gardner, Paul Warneck, William Johnson

**Excused:** None

**Absent:** None

**Also Present:** Donald Alexander, David Zembiec, Peggy Sampson, Lyle Eaton

- I. **Call to Order:** Mr. Walldroff called the meeting to order at 8:00 a.m.
- II. **Pledge of Allegiance**
- III. **Review Current Bylaws:** Committee members reviewed the current bylaws. There were no updates/changes.
- IV. **Proposed Mission Statement/Performance Measurements:** The proposed mission statement includes the Sexual Harassment Policy that was adopted last year. There were no other changes made.
- V. **Review Current Policies and Procedures:** There were no changes to the current policies and procedures.  
  
After review and discussion, a motion was made by Mr. Gardner to recommend approval of all of the policies and procedures to the full board of directors, seconded by Mr. Warneck. All in favor. Carried.
- VI. **Adjournment:** With no further business before the committee, a motion to adjourn the meeting was made by Mr. Warneck, seconded by Mr. Gardner. The meeting adjourned at 8:05 a.m.