

**Jefferson County Local Development Corporation  
Governance Committee Meeting Minutes  
October 11, 2018**

The JCLDC Governance Committee meeting was held on Thursday, October 11, 2018 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** W. Edward Walldroff, Chair, Paul Warneck, and Bill Johnson

**Excused:** Greg Gardner

**Absent:** None

**Also Present:** Donald Alexander, Peggy Sampson, John Jennings and Rob Aliasso

**I. Call to Order:** Mr. Walldroff called the meeting to order at 8:31 a.m.

**II. Annual Board of Directors Evaluation for 2017-2018:** The completed 2017-2018 Confidential Evaluation of Board Performance forms were distributed to committee members prior to the meeting. Nine out of ten board members returned the forms (one vacant seat at fiscal yearend).

Mr. Walldroff identified the areas that need addressing and committee members discussed them. They also specifically identified and commented on the following:

**#5 The Board sets clear and measureable performance goals for the Authority that contribute to accomplishing its mission.** Six board members ~~“somewhat agree”~~ while three ~~“agree”~~ Committee members asked how to improve that for next year. Mr. Aliasso suggested meeting the County Board of Legislators to discuss goals.

**#12 Board Members have sufficient opportunity to research, discuss, questions and prepare before decisions are made and votes taken.** Seven board members ~~“agree”~~ while two ~~“somewhat agree”~~ Committee members agreed that this has improved.

Mr. Warneck felt that the evaluations were better this year than last year.

A motion was made by Mr. Warneck to include the summary results in the upcoming board packet for all of the board members to review, seconded by Mr. Johnson. All in favor.

It was noted that Ms. Sampson will submit the results to the Authorities Budget Office pending board approval.

**III. Other business:** None.

**IV. Adjournment:** With no further business before the committee, a motion was made by Mr. Warneck, seconded by Mr. Johnson to adjourn the meeting. The meeting adjourned at 8:54 a.m.