

**Jefferson County Local Development Corporation  
Governance Committee Meeting Minutes  
December 15, 2023**

The JCLDC held a governance committee meeting in the board room at 800 Starbuck Avenue, Watertown, NY on Friday, December 15, 2023.

**Present:** W. Edward Walldroff (Chair), Bill Johnson, Paul Warneck, Greg Gardner

**Also Present:** David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Robin Stephenson, John Condino

- I. **Call to Order:** Chairman Walldroff called the meeting to order at 9:27 a.m.
- II. **Review Bylaws:** Committee members reviewed the current bylaws. No changes were made.
- III. **Review Mission Statement/Performance Measurements:** Committee members reviewed the mission statement and performance measurement goals. The 2023 results will be added within the next few months.
- IV. **Review Current Policies and Procedures:** There were no changes made to the Disposition of Real Property Guidelines, the Investment Policy with Internal Controls, nor the Procurement Policy.
- V. **Annual Confidential Board Evaluations:** Committee members reviewed the summary results from this year and compared them to last year. Mr. Warneck said that the evaluations have been consistently better over the last few years.

After review and discussion, a motion was made by Mr. Gardner to send the results to the full board of directors, seconded by Mr. Warneck. All in favor.

- VI. **Adjournment:** With no further business before the committee, a motion to adjourn the meeting was made by Mr. Gardner, seconded by Mr. Warneck. The meeting adjourned at 9:34 a.m.

Respectfully submitted,

*Peggy Sampson*