

**Deferiet Redevelopment Corporation  
Governance Committee Meeting Minutes  
December 13, 2024**

The DRC held a governance committee meeting in the board room at 800 Starbuck Avenue, Watertown, NY on Friday, December 13, 2024.

**Present:** William Johnson, David Converse

**Absent:** Joseph Cook

**Also Present:** Marshall Weir, Jay Matteson, Lyle Eaton, Peggy Sampson, Paul Warneck, Ed Walldroff, Dr. Gregory A. Gardner, Dawn Robinson

- I. **Call to Order:** Mr. Johnson called the meeting to order at 9:13 a.m.
- II. **Review Bylaws** – Committee members reviewed the current bylaws. There were no changes.
- III. **Develop Mission Statement/Performance Measurements** – Committee members indicated that they will discuss developing a mission statement at an upcoming board meeting.

Mr. Weir said the process started before Mr. Zembiec retired and staff continued the process of developing the DRC although he thinks it may have been premature. He said the County will hold the Deferiet property through the Restore NY grant before turning it over to the DRC. Mr. Weir said meetings have been held and staff is keeping the Deferiet officials engaged and updated throughout the process. He said there is not a lot for the corporation to do until the County transfers the property to us.

Mr. Johnson reported that the bids were due yesterday; however, due to the weather, he thinks it was postponed.

- IV. **Review Current Policies and Procedures** – Committee members reviewed the following policies: Disposition of Real Property Guidelines, Investment Policy, and Procurement Policy. There were no changes.
- V. **Annual Confidential Board Evaluations:** Committee members reviewed the summary results of the confidential evaluation of board performance. The results will be sent to the full board.
- VI. **Adjournment:** With no further business before the committee, a motion to adjourn the meeting was made by Mr. Converse, seconded by Mr. Johnson. The meeting was adjourned at 9:19 a.m.

Respectfully submitted,

*Peggy Sampson*