

**Deferiet Redevelopment Corporation
Appointed Directors Annual Board Meeting Minutes
January 9, 2025**

The Appointed Directors of the Deferiet Redevelopment Corporation held its annual board meeting on Thursday, January 9, 2025 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: John Condino, David Converse, Lisa L’Huillier, Robert Aiken, William Johnson

Excused: Joseph Cook

Absent: Paul Smith

Also Present: Marshall Weir, Lyle Eaton, Peggy Sampson, Robin Stephenson, Rob Aliasso, Paul Warneck, Ed Walldroff, Charles Capone
Zoom: Justin Miller, Esq. (Harris Beach)

- I. **Call to Order:** Chairman Condino called the meeting to order at 10:23 a.m.
- II. **Minutes:** Minutes of the meeting held on December 5, 2024 were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Ms. L’Huillier. All in favor. Carried.
- III. **Committee Reports:**
 - a. **Audit Committee** – The DRC will be included in the 2024 JCIDA audit.
 - b. **Governance Committee**
 - i. **Resolution No. 01.09.2025.01 for Annual Internal Policy and Procedure Review** – The Governance Committee met on December 13, 2024 to review the bylaws, the disposition of real property guidelines, investment policy and procurement policy. Board members pointed out that the resolution had the incorrect meeting date and listed JCCFDC in the resolved paragraph. A motion was made by Ms. L’Huillier to approve the amended resolution listing 12/13/24 as the meeting date and DRC in the resolved paragraph, seconded by Mr. Johnson. All in favor. Carried.
 - ii. **Summary Results of Confidential Evaluation of Board Performance** – The Governance Committee reviewed the board evaluations. The summary will be sent to the ABO.
- IV. **Unfinished Business:** None.
- V. **Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Johnson, seconded by Mr. Condino. All in favor. The meeting was adjourned at 10:26 a.m.

Respectfully submitted,
Peggy Sampson

DEFERIET REDEVELOPMENT CORPORATION
Resolution Number 01.09.2025.01
For Annual Internal Policy and Procedure Review

WHEREAS, on December 13, 2024 the DRC Governance Committee met to review the listed policies and procedures. After review and discussion, they recommended the following internal policies for the Board's consideration:

- Bylaws
- Disposition of Real Property Guidelines
- Investment Policy
- Procurement Policy

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Deferiet Redevelopment Corporation that it herein approves the above internal policies and procedures as set forth in this Resolution, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary, and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.



Lisa L'Huillier, Secretary