GOVERNANCE COMMITTEE MEETING MINUTES
Thursday, July 21, 2016, 10:30 AM
Authority Conference Room, 4th Floor
Dulles State Office Building, Watertown, New York

Members Present:
Gary Turck, Chairman
Fredrick Carter
Margaret Murray
Thomas Hefferon
Alfred Calligaris
John B. Johnson, Jr.

Staff Present:
James W. Wright, Executive Director
Angela Marra, Administrative Assistant

1. Chairman Turck called the meeting to order at 10:37 am. The roll was called and a quorum of the committee present.

2. Executive Session: Upon a motion by F. Carter, and seconded by A. Calligaris, the Governance Committee went into Executive Session to discuss “the employment history of a particular individual and the proposed acquisitions of real property.”

3. The Governance Committee and Executive Director, J. Wright, discussed the proposed acquisitions of real property. The Executive Director was excused and the Governance Committee discussed the employment performance of a specific individual.

   No action was taken during Executive Session.

   Upon a motion by T. Hefferon, and seconded by A. Calligaris, the Governance Committee came out of Executive Session.

4. Policy Discussion – Expenses

   A. J. Wright stated there will be closer look taken at the processes involving expenses, specifically per diem rates vs. actual expenses. This is a result of more staff traveling further distances for more hours during the work day, and eating more meals during this time. A clearer policy will be presented at the upcoming board meeting.

   B. J. Wright proposed a policy change involving the employee leave policy. As a result of an increased number of employees staying at the Authority for more years, due to the aging of the Authority, it is proposed that two more levels of employee leave be adopted in the traditional 5 year increments; 25 years = 5 weeks vacation, 30 years = 6 weeks vacation. Upon a motion by F. Carter and seconded by M. Murray, the
Governance Committee unanimously agreed to present this request to the full board at the next meeting.

6. Upon a motion by F. Carter, and seconded by A. Calligaris, Chairman Turck adjourned the meeting at 11:57 am.

Respectfully submitted,

[Signature]

Gary Turck
Chairman, Governance Committee