



**GOVERNANCE COMMITTEE MEETING of the  
WYOMING COUNTY IDA BOARD**

Thursday September 12, 2024 @ 12:00 p.m. at Sunrise Courts 2875 Merchant Rd Warsaw,  
New York 14569.

**MINUTES**

Chairman Dadd called the meeting to order at 12:49 p.m.

**1. Roll call**

In attendance were: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chairman; R. Ryan, Treasurer; E. Joseph Gozelski, Director; Thomas McCormick, Secretary; James Rutowski, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; Scott Gardner Economic Development Specialist and Kevin Zanner, Agency Counsel.

Absent: Niccole Hastings, Director

**2. Review and Approve Minutes**

The Committee reviewed and approved the minutes from the September 21, 2023 Governance Committee Meeting on a motion made by T. McCormick. The motion was seconded by J. Rutowski and unanimously carried.

**3. Recommendations to the Board**

**A. Appointment of Governance Committee Members**

The Governance Committee agreed to recommend to the WCIDA full Board the appointment of all members of the WCIDA Board to the Governance Committee on a motion made by D. Berwanger. The motion was seconded by R. Ryan and unanimously carried.

**B. Appointment of Finance and Audit Committee Members**

The Governance Committee agreed to recommend to the WCIDA full Board the appointment of all members of the WCIDA Board to the Finance and Audit Committee on a motion made by J. Gozelski. The motion was seconded by J. Rutowski and unanimously carried.

**C. Appointment of Officers to the WCIDA Board – recommend slate of Officers for the Board**

The Committee agreed to recommend to the WCIDA full Board the appointment of the following slate of officers to the WCIDA Board: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chair; Thomas McCormick, Secretary; and Rebecca Ryan, Treasurer on a motion made by J. Gozelski. The motion was seconded by R. Ryan and unanimously carried.

**D. Review, Adopt and Re-adopt Governance Policies and Charter**

**1. Procurement Policy**

The Committee moved to recommend to the full Board the re-adoption of the Procurement Policy on a motion made by D. Berwanger, seconded by J. Gozelski and unanimously carried.

**2. Acquisition of Real Property Policy**

The Committee moved to recommend to the full Board the re-adoption of the Acquisition of Real Property policy on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

**3. Disposition of Real Property Guidelines**

The Committee moved to recommend to the full Board the re-adoption of the Disposition of Real Property Guidelines on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

**4. Policy for Receipts of Accounting, Internal Controls and Auditing Complaints**

The Committee moved to recommend to the full Board the re-adoption of the Policy for Receipts of Accounting, Internal Controls and Auditing Complaints on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

**5. Conflict-of-Interest Policy- Re-adopt Policy**

The Committee moved to recommend to the full Board the re-adoption of the Conflict-of-Interest Policy on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

**6. Governance Committee Charter- Re-adopt Charter**

The Committee moved to recommend to the full Board the re-adoption of the Governance Committee Charter on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

**4. Adjourn Governance Committee Meeting**

Having no further items to discuss the Committee adjourned at 12:53 p.m. on a motion made by J. Rutowski seconded by R. Ryan and unanimously carried.

Minutes prepared by Robin Marschilok

<https://www.youtube.com/watch?v=vFR6z4CuxSk>