


Tompkins County Industrial Development Agency

Administration provided by 

Governance Committee Meeting Minutes 3/21/19 @ TCAD @ 9am

Present: Rich John, Mike Sigler, Laura Lewis, and Heather McDaniel

The Meeting was called to order at 9:16am.

Heather reported that Bob Ryan at Harris Beach did a full review of TCAD's policies. The majority of the policies are in compliance with State regulations. He provided drafts of policies that the IDA does not currently have. He also made suggested edits to three existing policies.

The following proposed new policies were recommended with minor edits:

- Sexual Harassment Prevention Policy
- Sexual Harassment Compliant Form
- Whistleblower Policy
- Investment Policy
- Travel and Discretionary Funds Policy
- Property Disposition Guidelines
- Real Property Acquisition Policy
- Defense and Indemnification Policy
- Compensation, Reimbursement and Attendance Policy

The following existing policies were recommended with minor edits:

Governance Committee Charter
Finance Committee Charter

Motion made to recommend policies as stated above by Laura Lewis, seconded by Mike Sigler. Approved unanimously.

Follow up: Heather will contact the County to request that board members be able to participate in the County's sexual harassment workshop.

Next Steps: Another meeting will be held to finish review of the by-laws and the project application.

The meeting was adjourned at 10:30am.