

GOVERNANCE & COMMUNITY RELATIONS COMMITTEE MEETING MINUTES

Date: Tuesday, November 18, 2014
Time: 8:00A.M. –9:00 A.M.
Location: 502 Court Street, Suite 401, Utica New York (Small Conference Room)
Attendance: P. Dunn, D. Tomidy, S McCumber, K. Blaney, K. Walters, D. Wojnas, Staff: C. Sheets
Excused: K. Walker, T. Foley

Topic	Discussion	Action	Person Responsible/ Time Frame
Board Assessment	Agreed to do the last assessment for comparative data. Assessment will be sent for results to be reviewed in January.	Assessment will be sent for results to be reviewed in January.	Kelly and mentors
Board Work Plan	Reviewed and created goals.	Update will be completed for January Committee list will be distributed at December board meeting and ask members to sign up. This will offer members opportunity to change committee they sit as well as Chair.	Cassandra and Committee
Board Terms and assets	Board size was discussed and the need to update terms and asset sheet.	Board will be sent this information in January and updates will be completed by February Board meeting. Board size will be at 15 so recruitment may be necessary. More discussion on need will be done in January.	Cassandra/Dave Tomidy/Dave Wojnas
Next Meeting	Tuesday, January 13, 2015 from 8:00A.M.-9:00A.M., CFLR, Inc.'s Utica Office (Small Conference Room)	Agenda Items, to include: Special Meeting: <ul style="list-style-type: none"> • Review of work plan updates • By-law and policy review • Review Board assessment outcomes 	All Members

Respectfully submitted, *C. Sheets*