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Minutes -- MCIDC Governance Committee Meeting of December 3, 2012

**Governance Committee Members in attendance: Genthner, Campbell**

**Excused: Mendick, Abdul-Wahid**

**Proxy: Strassenburgh**

**Also Present: Seil**

The meeting of the Governance Committee of the Monroe County Industrial Development Corporation was called to order by acting chair, C. Campbell.

By unanimous agreement, the Committee set the dates of the next bi-annual Governance Committee meetings as March and September 2013.

#### **CONTRACTS**

The recent RFP submission for Audit of MCIDC was reviewed. There was only one submission from the Bonadio Group. The RFP was published in the Rochester Business Journal on November 4, 2012 and submission was received on November 16, 2012. The total cost for the audit was \$9500 with future fees not to exceed a 5% increase. The committee members felt the proposal was well prepared and the firm well qualified. The committee recommends approval of a 4 year contract for the audit.

#### **ATTENDANCE AND TRAINING REVIEW**

Committee review attendance and will be reaching out to members who have not meet the required number of meetings.

#### **PERFORMANCE EVALUATION**

The 2009 Public Authorities Reform Act requires that the board of every state and local public authority conduct an annual evaluation of its performance. The board evaluation is required annually beginning with fiscal years ending on or after September 30, 2010. As such, S. Strassenburgh, as Chair of the Governance Committee will compile the results and forward them to the New York State Authorities Budget Office. Additionally, the Finance, Audit and Governance Committee charters require annual self-evaluation. A draft Committee evaluation form was approved and will be distributed to the committee members for completion in first quarter 2013.

Being no further business, the meeting was adjourned.