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**Minutes -- MCIDC Governance Committee Meeting of October 14, 2014**

**Governance Committee Members in attendance: S. Strassenburgh, C. Campbell, P. Hin, D. Mendick,  
H. Abdul-Wahid**

**Also Present: M. Hahn**

The meeting of the Governance Committee of the Monroe County Industrial Development Corporation was called to order by Chair S. Strassenburgh.

**GOVERNANCE COMMITTEE CHARTER**

The committee reviewed the Governance Charter. No changes were made.

**BY-LAWS/POLICIES**

The committee reviewed the MCIDC By-Laws for updating and revisions. The SBA is revising CDC operational requirements and the Governance Committee will meet to consider changes once the SBA issues final rules. The committee noted that efforts are underway for MCIDC to comply with the new requirements for Directors' and Officers' Liability and Errors and Omission insurance.

The Governance Committee also discussed the request from the Finance and Audit Committees to split the chairmanship of the two committees that now meet jointly. Article IV of the By-Laws, Sections 5 and 6, were reviewed and additional information is needed before changes made.

**BOARD ATTENDANCE AND TRAINING REVIEW**

Committee reviewed attendance and will be reaching out to members who have not meet the required number of meetings. Two new Board members appointed this year have met the Public Authorities training requirement.

**RFP RESPONSE**

The RFP for legal services was published in the Rochester Business Journal on September 12, 2014 and one submission from Harris Beach was received on the due date, September 26, 2014. Although the committee agreed the proposal was well prepared and the firm well qualified, it recommended publishing the next RFP in more than one newspaper to reach a wider audience. The Daily Record was suggested to generate more responses. On a motion made by H. Abdul-Wahid and seconded by P. Hin, the committee unanimously approved the 4 year contract for legal services.

Being no further business, the meeting was adjourned.