

TOWN OF LOCKPORT INDUSTRIAL DEVELOPMENT AGENCY

**2016 ASSESSMENT**  
GOVERNANCE COMMITTEE MEETING  
December 10<sup>th</sup>, 2016

In lieu of a Governance Committee Meeting the entire IDA Board of Directors opted to discuss the Evaluation of Board Performance with a committee of the whole Board of Directors.

**Present** –Chairman Thomas Sy, Vice Chairman – Eric Connor, Treasurer - Sallie Reed, Secretary Harold Anderson and Board members Dan Antkowiak, Todd Fragale, Robert Runk and Legal Counsel – Brian Seaman; Administrative Director – Marc Smith.

**3.2 Evaluation of Board Performance**

The IDA Board had a lengthy discussion and review of the “Evaluation of Board Performance”. The survey of board members showed general comments in five areas. The Board identified three areas for further action.

**Sections for improvement:**

#5 The Board sets clear and measurable performance goals for the Authority that contributes to accomplishing its mission.

#8 Board members are knowledgeable about the Authority’s programs, financial statements, reporting requirements and other transactions.

#15 The Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur.

Furthermore it was discussed that a media strategy-outline be prepared for speaking points that the IDA and elected officials could utilize. Pull the facts surrounding our projects (employment, tax payments vs. abatements)

The Administrative Director will prepare materials on the above action items and distribute them to the IDA board for comments. We will discuss further at our next meeting.

There being no further business, the Board of Directors moved onto additional business items.

Respectfully submitted,  
Marc R. Smith, Administrative Director