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STN GOVERNANCE COMMITTEE MEETING
STC Conference Room
MINUTES
January 9, 2020
9:00 AM – 10:00 AM

PRESENT: Marcia Weber, Howard Zingler, Carl Hayden
TELEPHONIC: Dave Hopkins
ABSENT: James Osborn
CEO: Steve Manning

1. APPROVAL OF MINUTES

- a. December 12, 2019 meeting minutes were approved by the committee on a motion from Carl Hayden, seconded by Howard Zingler, and carried.

2. UPDATE on TRANSITION PLANNING

- a. Steve had emailed the January transition report; discussion ensued. Committee reviewed ECC close-out letter and received counsel from STN Attorney. Committee suggested STN memorialize all future work with ECC with clear, articulated Scope of Work and deliverables.

3. ANNUAL BOARD RECOGNITION DINNER

- a. Marcia reported that responses revealed Monday, February 24th was the best date with a majority of directors. Committee agreed on this date and will share at board meeting.

4. PREPARATION FOR ANNUAL MEETING

- a. Committee members reviewed actions in preparation for the annual board meeting. Marcia reported she reached out to board members whose terms are expiring, with both Alan Eusden and Carl Hayden willing to renew. Steve had distributed the STN Mission Statement in a prior email and requested committee members review it and provide suggested modifications. Committee had no suggested changes at this time and would maintain as is. Steve reviewed and the committee accepted the 2020 board meeting calendar. Steve distributed 2019 Accomplishments draft for committee review and input. Committee recommended that an email with a link to a sexual harassment training video and forms to test information comprehension be sent to all board members prior to February annual meeting.

There being no other business, the meeting was adjourned at 10:00 AM (Zingler/Hayden).

Respectfully Submitted,
Steve Manning, CEO