



8 Denison Parkway East, Suite 310
Corning, New York 14830
Phone: 607.962.5092
Fax: 607.962.3400

STN GOVERNANCE COMMITTEE MEETING
STC Conference Room
MINUTES
March 12, 2020
9:00 AM – 10:00 AM

PRESENT: Marcia Weber, Jim Osborn
ABSENT: Dave Hopkins, Carl Hayden, Howard Zingler
MANAGEMENT: Steve Manning

1. APPROVAL OF MINUTES

- a. February 13, 2020 meeting minutes were approved by the committee on a motion from Jim Osborn, seconded by Marcia Weber.

2. SURVEY RESULTS

- a. **Annual Board Evaluation** – the 2020 evaluation was completed by all 15 board members; the summary results were discussed. Jim suggested management create a longitudinal matrix of past years results to be compare and identify trends. Committee discussed concern relating to Q-6 with agreement to raise this concern with the board.
- b. **Finance Committee Bi-Annual Evaluation** – Committee members reviewed and discussed the Finance Committee's 2019 survey results.

3. MULTI-COUNTY COALITION DISCUSSION

- a. **Coalition Partners, Review Addendum** - The committee discussed Chemung County's decision to join the Coalition for developing a Board Ready Study. All agreed this was a positive move and decision by Chemung County. Committee reviewed the draft Addendum to the Resolution.
- b. **Communication Protocol** – Committee reviewed STN's Policy related to Media Release and agreed modifications/changes need to be made to the document. Marcia and Steve will work on updating the Media Release policy.
- c. **Operational Model Discussion** – This discussion focused on a draft FAQ and FACT SHEET that are associated with the Coalition and BRS Study efforts. Committee members agreed neither of these documents are ready for public release that modifications need to be made.

- 4. **PROFESSIONAL SERVICE CONTRACT** – The Committee recognized the term of the existing management contract and agreed to have Marcia start the review process.

5. There being no other business, the meeting was adjourned at 10:00 AM (Osborn/Weber).

Respectfully Submitted,
Steve Manning, CEO