

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

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The **Executive/Governance Committee** meeting of the Counties of Warren and Washington Civic Development Corporation was held on **Tuesday, February 9, 2016** at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

Present:	Bud Taylor	Chairman
	Bruce Ferguson	Vice Chairman and Contracting Officer
	Joseph LaFiura	Secretary/Treasurer
Absent:	Matt Simpson	At Large Member
Also Present:	Kara I. Lais, Esquire	FitzGerald Morris Baker Firth, PC
	Deborah Mineconzo	Office Administrator

The minutes were taken by the Office Administrator.

Call to Order: Bud Taylor called the meeting to order at 9:27 am.

Minutes of prior Meeting: Upon motion by Mr. LaFiura, seconded by Mr. Ferguson, the minutes of the January 12, 2016 Executive/Nominating Committee Meeting were unanimously approved by the Committee.

Annual Review of Investment, Procurement Policies and Internal Controls:

The Committee reviewed the Investment and Procurement Policies along with the Internal Control Procedures emailed to them before the meeting. The Committee made no recommendations to change the policies and procedures at this time.

Governance and Audit/Finance Committee Meeting Modifications:

The Committee approved changing the Charters for the Governance and Audit/Finance Committee Meetings from twice a year to once per year or as needed. Formal approval will be sought from the Board at the Annual Meeting.

There being no further business, the Chairman adjourned the meeting at 9:29 am.

DATE

Joseph LaFiura, Sec/Treasurer