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SENECA COUNTY FUNDING CORPORATION

c/o Seneca County IDA

One DiPronio Drive

Waterloo, NY 13165

Phone (315) 539-1725

Fax (315) 539-4340

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**SENECA COUNTY FUNDING CORPORATION**

**Regular Meeting**

**Thursday, November 3, 2022**

**1:30 pm**

*(or immediately following EDC Mtg  
scheduled for 1:00 pm)*

**Heroes Conference Room**

**One DiPronio Drive**

**Waterloo NY 13165**

Agenda

1. **Approval of SCFC Meeting Minutes of October 6, 2022** V \_\_\_\_\_
  
  2. **Governance Committee Report:**
    - a) **Approval of SCFC Policies**
      - **Established Policies w. no Modifications:** V \_\_\_\_\_

Audit Committee Charter	Investment Policy
By-laws	Mission Statement
Code of Ethics	Procurement Policy
Compensation, Reimbursement and Attendance Policy	Records and Retention Policy
Conflict of Interest	Sexual Harassment Policy
Defense and Indemnification Policy	Travel Policy
Disposition of Property Guidelines	Whistleblower Policy
Finance Committee Charter	
FOIL Policy	
  
    - b) **Governance Committee Self Evaluation**
  
  3. **Other Business**
  
  4. **Consideration of Executive Session**
  
  5. **Adjournment**
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**Seneca County Funding Corporation  
Regular Meeting  
Meeting Minutes**

Thursday, October 6, 2022  
12:10 pm  
Heroes Conference Room  
One DiPronio Dr  
Waterloo, NY 13165

**Attendance:**

Members Present: Steven Brusso and Robert Kernan  
Others Attending: Sarah Davis, Kelly Kline, Dave Hewitt; Robert Kernan, CFO; Robert Halpin, Legal Counsel; Ben Guthrie, IDA; Tom Murray, IDA; Mitch Rowe, County Manager; Marie Weiss, Carpenters Union; Tom Bouchard, Town of Romulus; Matt Horn, MRB Group; Leah Ntuala, First Presbyterian Church, Seneca Falls

**Call to Order:**

Chairman Brusso called the meeting to order at 12:10 p.m. A quorum of the Corporation's members was present.

**Approval of SCFC Meeting Minutes / March 24, 2022:**

The meeting minutes had been sent to Members prior to the meeting. A motion was made by Mr. Kernan to approve the minutes. Seconded by Mr. Brusso. Motion carried.

**Approval of Engagement Letter / Mengel Metzger and Barr, Raymond F. Wager, CPA.PC for 2022 SCFC Audit:**

A copy of the 2022 SCFC Audit Engagement Letter from the office of Mengel Metzger and Barr, Raymond F. Wager, CPA, P.C. was provided to Board members prior to the meeting. Mrs. Davis advised board members that the Audit Committee met and is recommending approval by the full board. A motion was made by Mr. Kernan approving the 2022 SCFC Audit Engagement Letter and authorizing the Executive Director to sign the agreement. Seconded by Mr. Brusso Members Kernan, and Brusso voted "yea". Motion carried.

**Approval of Proposed 2023 SCFC Budget and Posting to PARIS:**

A copy of the proposed 2023 budget had been provided to members prior to the meeting. Mrs. Davis gave an overview of the budget to the board members. A motion was made by Mr. Kernan to approve the proposed 2023 budget and to post on PARIS. Seconded by Mr. Brusso. Members, Brusso and Kernan voted "Yea". Motion carried.

**Adjournment:**

A motion to adjourn the meeting was made by Mr. Kernan and seconded by Mr. Brusso. Motion carried. The meeting adjourned at 1:50 P.M.

Respectfully submitted,

Robert E. Kernan, Jr. Secretary

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SCFC Governance Committee's 2022 Evaluation

The SCFC Governance Committee is required to report to the SCFC Board, at least annually, any proposed changes to the Governance Charter or the Governance guidelines.

There are no proposed changes to the Governance Charter or the Governance Guidelines at this time.

There were no documents disposed of, other than valueless records, per the Records and Retention Policy. All records are disposed of via paper shredding.

The Governance Committee had one meeting in 2022 which they completed the following and provided their recommendations to the full board

- Review of Established Policies
- Nominations of Officers for 2023

Submitted:

SCFC Governance Committee

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