

**CENTRAL NEW YORK REGIONAL MARKET AUTHORITY
GOVERNANCE COMMITTEE MEETING**

Monday, March 27, 2023

5:30PM

PRESENT: J. Berenguer, A. Emmi, M. Mahar, J.A. Delaney, T. Kerr

OTHERS: A. Vitale

The meeting was called to order at 5:32PM by Committee Chair, J.A. Delaney

APPROVAL OF AGENDA

Resolved: a motion was made by T. Kerr and seconded by J. Berenguer to approve the agenda. all in favor; no one opposed; no abstentions

APPROVAL OF PRIOR MINUTES

Resolved: a motion was made by T. Kerr and seconded by A. Emmi to approve the prior minutes. all in favor; no one opposed; no abstentions.

POLICY DISCUSSION

J.A. Delaney informed members of the committee that the policies contained in the policy books that they received in advance of the meeting were all policies that had been updated by A. Vitale and reviewed by the attorneys for the Authority. Many of the policies are only reformatted and have minor corrections, but some others are new or updated based on current laws and requirements. She then asked A. Vitale to review each of the policies with the changes to each, and outlining which policies are new.

Upon reviewing each policy,

Resolved: a motion was made by J. Berenguer and seconded by T. Kerr to recommend each of the policies to the Board of Directors for approval with the following changes:

- Remove "Collector" from the Cell Phone Use Policy
- Define "collector" in the Daily Fees on the Retail Market Policy
- Define "collector" in the Daily Stall Assignment Policy
- Update the delivery fee to \$13 in the Delivery Fee Policy
- Define "collector" in the Returned/Bounced Checks Policy
- Add the original adoption date to the Sexual Harassment Policy

All in favor, no one opposed, no abstentions.

COMMITTEE DISCUSSION

J.A. Delaney informed the committee that the next important item that needs to be addressed and finally resolved by the Governance COmmittee is the bylaws and committee charters. The committee has been working to update the bylaws since 2014, but have not been successful in completing the project. At this time, it is very important that the bylaws be updated, as there are laws and requirements that need to be updated within them. The committee agreed that J.A. Delaney and A. Vitale would work on the documents to get them to the point that they are ready for review by the committee. J.A. Delaney would schedule the time with A.Vitale and then notify the committee to schedule a meeting once the documents were ready for review.

NEXT MEETING

The next meeting of the Governance Committee will be TBD.

ADJOURNMENT

Resolved: a motion was made by J. Berenguer and seconded by T. Kerr, to adjourn at 7:17PM. all in favor; no one opposed; no abstentions.