

MONROE COUNTY WATER AUTHORITY

Governance Committee Meeting

Thursday, December 1, 2022

8:30 a.m.

Attendees:

Committee:

Sheryl A. Volpe, Chairperson
Sheila R. Mason
Marcia Van Vechten

Staff:

Nicholas Noce
Diane Hendrickson

Other:

Megan Dorritie, Esq.,

The meeting of the Governance Committee was called to order by Chairperson Volpe at 8:30 a.m.

1. REVIEW AND RE-ADOPT THE INTERNAL CONTROLS AND FINANCIAL ACCOUNTABILITY

Mr. Nicholas Noce informed the Committee that based upon its annual review of the *Internal Controls and Financial Accountability*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Van Vechten seconded by Mrs. Mason, and passed unanimously, to re-adopt the *Internal Controls and Financial Accountability*, as presented and to forward to the full Board for its approval.

2. REVIEW AND ADOPT THE REVISED TRACKING AND DISPOSAL OF FIXED ASSETS

Mr. Noce informed the Committee that based upon its annual review of the *Tracking and Disposal of Fixed Assets*, Executive Staff recommended minor housekeeping revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Mason, seconded by Mrs. Van Vechten, and passed unanimously, to adopt the revised *Tracking and Disposal of Fixed Assets*, as presented and to forward to the full Board for its approval.

3. REVIEW AND RE-ADOPT OF THE RESPONSIBILITIES OF MEMBERS POLICY

Mr. Noce informed the Committee that based upon its annual review of the *Responsibilities of Members Policy*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Van Vechten seconded by Mrs. Mason, and passed unanimously, to re-adopt the *Responsibilities of Members Policy*, as presented and to forward to the full Board for its approval.

4. REVIEW AND RE-ADOPT PROFESSIONAL SERVICES POLICY AND PROCEDURES

Mr. Noce informed the Committee that based upon its annual review of the *Professional Services Policy and Procedures*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Van Vechten seconded by Mrs. Mason and passed unanimously, to re-adopt the *Professional Services Policy and Procedures*, as presented and to forward to the full Board for its approval.

5. REVIEW AND RE-ADOPT PROCUREMENT DISCLOSURE POLICY

Mr. Noce informed the Committee that based upon its annual review of the *Procurement Disclosure Policy Services Policy*, Executive Staff recommended no revisions. The Governance Committee proceeded as follows:

Motion was made by Mrs. Mason seconded by Mrs. Van Vechten and passed unanimously, to re-adopt the *Procurement Disclosure Policy*, as presented and to forward to the full Board for its approval

6. DISCUSS AND SCHEDULE POTENTIAL DATES FOR 2023 GOVERNANCE COMMITTEE MEETINGS.

The meetings for 2023 have been scheduled for March 2, June 1, October 5 and December 7.

There being no further business to come before the Committee, a motion was made by Mrs. Van Vechten and seconded by Mrs. Mason, and approved unanimously, to adjourn the meeting at 8:45 a.m.



Diane Hendrickson, Recording Secretary