

MUNIPRO, INC.
GOVERNANCE COMMITTEE
MEETING MINUTES
March 15, 2012

Members Present: Ralph DeStephano; Jeff McCann; R. DiRaddo

1. Call to order

The meeting was called to order at 10:25 A.M. by Ray DiRaddo

2. Approval of Previous Meeting Minutes

Ray DiRaddo made a motion to approve the minutes from the December 15, 2011 meeting;

Motion:	R. DiRaddo	Second:	R. DeStephano
Ayes	3	Nays	0
			Motion carried.

3. Old Business

a. There was no old business.

4. New Business

a. Performance Measures

i. Mission Statement – Pattie read the revised Mission Statement Jeff McCann made a motion to readopt the Mission Statement:

The mission of Munipro, Inc. is to acquire, hold title to, and collect the income from, real property, and to remit the net income from such property to the Town of Greece and by doing so, lessening the burdens of government and acting in the public interest

Motion:	J. McCann	Second:	R. DeStephano
Ayes	3	Nays	0
			Motion carried.

- ii. **Board Performance Evaluation** – the board completed the evaluation. It will be posted on the website and PARIS system.
- iii. **Financial Disclosure Submittal** – Most members have returned their financial disclosure statements, which are due March 31, 2012. They will then all be sent to the Monroe County Ethics Board where they will be reviewed and permanently filed.

5. Policy Review and Adoption

- i. The Committee has reviewed all the current policies. R. DiRaddo asked if there had been any issues with the policies during the course of the past year, or anything that was noted that needed updating. The committee looked at all the policies in light of what has transpired over the past year to see if there was room for improvement. R. DiRaddo made a motion to recommend to the full board that they readopt the following policies for 2012
 - a. Internal Controls and Financial Accountability
 - b. Investment Policy
 - c. Non-Collusion Certification
 - d. Travel Policy
 - e. Whistleblower Policy
 - f. Responsibilities of Members and Officers
 - g. Tracking Inventory and Disposal of Assets
 - h. Purchasing Policy
 - i. Code of Ethics

Motion: R. DiRaddo
Ayes 3

Second: R. DeStephano
Nays 0 Motion carried.

6. Adjournment

There being no further business before this committee, Ralph a made a motion to adjourn the committee.

Motion: R. DeStephano
Ayes 3

Second: R. DiRaddo
Nays 0 Motion carried.

The meeting was adjourned at 10:36 A.M.