**TOWN OF AMHERST INDUSTRIAL DEVELOPMENT AGENCY**

**Minutes of the Governance Committee Meeting**

**March 15, 2016 – 9:30 am**

**Agency Office, 4287 Main Street**

PRESENT: Carlton N. Brock, Jr.

Michael R. Szukala

GUESTS: Michele F. Marconi

Aaron Stanley

Edward F. Stachura

David S. Mingoia, Interim Executive Director

Mr. Brock opened the meeting, which directly followed the March AIDA Board of Directors Meeting.

Mr. Mingoia noted that the draft forms of documents and policies required by the IDA Reform Legislation was at a point that required review by counsel. Mr. Mingoia suggested that further work by the Board and Staff should halt until the RFP process to select Legal Counsel is concluded in the next few weeks.

The Committee and Guests agreed. Mr. Stachura did note that there are a few areas of the By-Laws that require changes to be gender neutral. Mr. Mingoia agreed to make those changes.