



ALBANY PORT DISTRICT COMMISSION
MINUTES OF THE
GOVERNANCE COMMITTEE MEETING
JANUARY 31, 2024

Chairperson Tagliento called the meeting to order. In attendance were Commissioners Steffens, Cinquanti, Coffey and Abriel. Also present were CEO Hendrick, General Counsel Jordan, CCO Daly, CFO Stuto, DSI Schneidawin, DEA Vavura, Security Officer Williams and Administrative Assistant DiLillo.

Counsel Jordan introduced the minutes of the November 29, 2023 Governance Committee meeting and called for a motion for their approval. A motion was made by Commissioner Cinquanti, seconded by Commissioner Abriel and passed unanimously.

2024 NOMINATION OF APDC OFFICERS

Counsel Jordan presented a list of the proposed 2024 Nominations of Officers. After a brief discussion, Counsel Jordan called for a motion to approve and forward to the Board for approval the list of officer positions as presented. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

ANNUAL POLICY REVIEW

Counsel Jordan presented and reviewed the list of APDC policies for annual review. He reported that Port staff presently recommends no changes. Commissioner Coffey asked if the ABO required a Sexual Harassment Policy. Counsel Jordan noted that the Sexual Harassment Policy for APDC is included with the Personnel Policy Manual. Counsel Jordan called for a motion to approve the APDC policies and forward to the Board for approval. A motion was made by Commissioner Abriel, seconded by Commissioner Cinquanti and passed unanimously.

CONFLICT OF INTEREST DECLARATIONS

Counsel Jordan reported that all Conflict of Interest Declarations from Commissioners and Port staff have been received. He noted that the declarations will remain on file and will be included in the Paris report.

CONFIDENTIAL EVALUATION OF BOARD PERFORMANCE FOR 2023

Counsel Jordan reported that he received the Confidential Evaluation of Board Performance from all the Commissioners. He shared the summary of results document with the Committee noting that some items discussed previously had improved over the year. Commissioner Steffens noted that she is hopeful that some items may be addressed through the “Strategic Planning” efforts. Counsel Jordan noted that the staff appreciates the Board Member’s comments and critique and acknowledges that there is always room for improvement.

OTHER BUSINESS

There was no other business for discussion.

EXECUTIVE SESSION

There were no items for discussion in Executive Session.

Counsel Jordan called for a motion to adjourn the meeting. A motion was made by Commissioner Tagliento, seconded by Commissioner Abriel and passed unanimously. The meeting was adjourned.