

**CIVIC CENTER MONROE COUNTY  
GOVERNANCE COMMITTEE MEETING MINUTES  
January 17, 2013**

Time & Place: 9:30 A.M.  
Watts Conference Center  
Fitzhugh Street  
Rochester, New York

Committee Present: Aaron Sperano, Chairman; Charles Stuart; Ray DiRaddo; Anthony Feroce

**1. CALL TO ORDER**

The meeting was called to order by Chairman Aaron Sperano.

**2. APPROVAL OF PREVIOUS MEETING MINUTES**

Motion was made by Charles Stuart and seconded by Ray DiRaddo to approve the October 18, 2012 meeting minutes. Motion passed unanimously.

**3. DISCLOSURE FORMS 2012**

The Disclosure forms for 2012 were provided to members and should be completed and returned prior to April 15.

**4. SELF-EVALUATION**

The Committee was provided with the annual self-evaluation form for completion as part of the 2012 annual report. Members were requested to complete the document prior to the next meeting.

**5. DESIGNATIONS**

Chairman Sperano presented the following designations before the Board for a one-year term:

- a. Check Signing: Richard Bell and Anthony Feroce (2 signatures required)
- b. Contracting Officer: Charles Stuart or Richard Bell
- c. Invoice Approvals: Any two of the following individuals:  
President, Management Consultant (R. Bell), Legal Counsel (M. Townsend) and Monroe County Controller.

- d. Contracts and Amendments signatures: Any two of the following individuals unless otherwise authorized by the Board: President; Management Consultant (R. Bell); Legal Counsel (M. Townsend); Monroe County Controller.
- e. Record Access Officer: Richard Bell

A motion was made by Charles Stuart and seconded by Ray DiRaddo to recommend the designations for approval by the full Board. The motion passed unanimously.

**6. OTHER BUSINESS**

There was no other business to come before the Committee.

**7. ADJOURNMENT**

A motion was made by Ray DiRaddo and seconded by Charles Stuart to adjourn the committee meeting. Motion passed unanimously.