

HON. GARY W. DOMALEWICZ, CHAIR
HON. WANDA WILLINGHAM, VICE CHAIR
MICHAEL J PAPARIAN, TREASURER
WILLIAM MURPHY, SECRETARY
HON. DENNIS FEENEY, MEMBER



ALBANY COUNTY BUSINESS HUB
111 WASHINGTON AVE
SUITE 100
ALBANY, NEW YORK 12210
(518) 447-5602

[Albany County Capital Resource Corporation](#)
[| Advance Albany County Alliance](#)

Governance Committee Meeting

Wednesday, February 4, 2026, at 5:00 p.m.
111 Washington Ave, Suite 100, Albany, NY 12210
Conference Room

AGENDA

- | | | |
|--|------|------------------------------|
| 1. Welcome & Roll Call | | Hon. Wanda Willingham, Chair |
| 2. Approval of Meeting Minutes – 3/26/2025 | p.1 | Hon. Wanda Willingham, Chair |
| 3. Annual Housekeeping Items | | Hon. Wanda Willingham, Chair |
| a. Recommendation of Committee Positions | p. 2 | |
| 4. Annual ABO Requirements | | Hon. Wanda Willingham, Chair |
| a. Annual Confidential Board Evaluation | p.3 | |
| 5. Executive Session | | Hon. Wanda Willingham, Chair |
| 6. Adjournment | | Hon. Wanda Willingham, Chair |

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Roll Call

Board Member	Present / Excused / Absent
Hon. Wanda Willingham, Chair	
Hon. Gary Domalewicz, Member	
Hon. Dennis Feeny, Member	

ALBANY COUNTY CAPITAL RESOURCE CORPORATION (ACCRC)
GOVERNANCE COMMITTEE MEETING MINUTES
March 26, 2025

The Governance Committee Meeting of the Albany County Capital Resource Corporation was held on Wednesday, March 26, 2025, at 5:00 p.m. at 111 Washington Ave, Suite 100, Albany, New York 12210. Members of the public were invited to attend in person.

Attending Michael Paparian, Acting Chairman, Hon. Wanda Willingham, Member

Excused: Hon. Dennis Fenney

Also Present: Hon. Gary Domalewicz, member; William, Murphy, CRC member, Kevin O'Connor, Chief Executive Officer; Amy Thompson, Chief Financial Officer; Antionette Hedge, Economic Development Coord., Advance Albany County Alliance; Sara Paulsen, Executive Assistant; and Christopher C. Canada, Esq. Hodgson Russ LLP.

Call to Order: The meeting of the ACCRC Governance Committee was called to order by Acting Chair Paparian at 5:01 p.m.

New Committee Chair & Board Appointments:

Acting Chair Paparian presented the Annual Housekeeping Resolution. The Resolution recommends Hon. Dennis Feeny to the board, and Hon. Wanda Willingham named as Vice-Chairwoman. Acting Chair Paparian asked for a Motion to accept the Annual Housekeeping Resolution.

Motion by William Murphy and Seconded by Hon. Gary Domalewicz.

Vote: Motion was adopted (4-0)

Acting Chair Paparaian presented the Committee Chairs as appointed by Chairman Domalewicz and asked for a Motion to accept the recommended Chairs.

Motion by Hon. Gary Domalewicz and Seconded by William Murphy.

Vote: Motion was adopted (4-0)

Acting Chairman Paparian asked for a Motion to conclude the Governance Committee Meeting at 5:03 p.m.

Motion by William Murphy and Seconded by Hon. Wanda Willingham.

Vote: Motion was adopted (4-0)

Appointment of Contract Officer

Hon. Gary W. Domalewicz, Chairperson

Appointment of Investment Officer

Michael Paparian, Treasurer

Appointment of Governance Committee Members

Hon. Wanda Willingham	Chairperson
Hon. Gary W. Domalewicz	Member
Hon. Dennis Feeny	Member

Appointment of Audit Committee Members

William Murphy	Chairperson
Michael J. Paparian	Member
Hon. Wanda Willingham	Member

Appointment of Finance Committee Members

Michael J. Paparian	Chairperson
William Murphy	Member
Hon. Gary W. Domalewicz	Member

Confidential Evaluation of Board Performance

Criteria	Agree	Somewhat Agree	Somewhat Disagree	Disagree
Board members have a shared understanding of the mission and purpose of the Authority.				
The policies, practices and decisions of the Board are always consistent with this mission.				
Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles.				
The Board has adopted policies, by-laws, and practices for the effective governance, management and operations of the Authority and reviews these annually.				
The Board sets clear and measurable performance goals for the Authority that contribute to accomplishing its mission.				
The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence, pressure or self-interest.				
Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues.				
Board members are knowledgeable about the Authority's programs, financial statements, reporting requirements, and other transactions.				
The Board meets to review and approve all documents and reports prior to public release and is confident that the information being presented is accurate and complete.				
The Board knows the statutory obligations of the Authority and if the Authority is in compliance with state law.				
Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members.				
Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken.				
Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required.				
The Board exercises appropriate oversight of the CEO and other executive staff, including setting performance expectations and reviewing performance annually.				
The Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur.				
Board members demonstrate leadership and vision and work respectfully with each other.				

Date Completed: _____