

Olean Urban Renewal Agency
Governance Committee Meeting

April
8:15 a.m. Room 119
Olean Municipal Building

Present: Members – Chairman William Aiello and John Ash. Staff – Keri Kerper, Community Development Program Coordinator, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

1. Roll Call

Chairman Aiello called the meeting to order at 8:15 a.m. and asked that the record show that all committee members were present except Charles Corcoran, who was excused.

2. Bills and Communications

None

3. Report of the Treasurer

None

4. Report of Committee

i. Review Governance Charter

Ms. Kerper explained that the Governance Committee Charter is being provided for the committee as a refresher.

5. Unfinished Business

None

6. New Business

i. Best Practices

Ms. Kerper explained that a Best Practices Guide for Public Authorities has been provided for the committee's review. Ms. Kerper explained that the URA is following the Best

Practices Guide which was adopted by the Authorities' Budget Office in January 2015. Ms. Kerper explained that this document has helped guide her office to help guide the URA.

A motion to accept the Best Practices was made by Mr. Ash, seconded by Mayor Aiello. Voice vote, ayes all. Motion carried.

7. Executive Session

None

8. Adjournment

A motion to adjourn was made by Mayor Aiello, seconded by Mr. Ash. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 8:20 a.m.