

Governance Committee Discussion

The Governance Committee convened on June 6, 2023, to discuss the following:

- NYCIDA Board Self-Evaluation Survey
- BuildNYC Board Self-Evaluation Survey

Governance Committee Members: Betty Woo and HeeWon Brindle-Khym

Build NYC Staff Members: Noah Schumer

Start: 8:45 AM

End: 8:49 AM

Board Self-Evaluation (IDA)

1. Board members have a shared understanding of the mission and purpose of NYCIDA.
2. The policies, practices and decisions of the Board are always consistent with this mission.
3. Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles.
4. The Board has adopted policies, by-laws and practices for the effective governance, management and operations of NYCIDA and reviews these annually.
5. The Board sets clear and measurable performance goals for NYCIDA that contribute to accomplishing its mission.
6. The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence, pressure or self-interest.
7. Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues.
8. Board members are knowledgeable about NYCIDA's programs, financial statements, reporting requirements, and other transactions.
9. The Board knows the statutory obligations of NYCIDA and if NYCIDA is in compliance with state law.
10. Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members.
11. Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken.
12. Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required.
13. The Board exercises appropriate oversight of the Executive Director and other executive staff, including setting performance expectations and reviewing performance annually.
14. The Board has identified the areas of most risk to NYCIDA and works with management to implement risk mitigation strategies before problems occur.

Board Self-Evaluation (BuildNYC)

1. Board members have a shared understanding of the mission and purpose of BNYC.
2. The policies, practices and decisions of the Board are always consistent with this mission.
3. Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles.
4. The Board has adopted policies, by-laws and practices for the effective governance, management and operations of BNYC and reviews these annually.
5. The Board sets clear and measurable performance goals for BNYC that contribute to accomplishing its mission.
6. The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence, pressure or self-interest.
7. Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues.
8. Board members are knowledgeable about BNYC 's programs, financial statements, reporting requirements, and other transactions.
9. The Board knows the statutory obligations of BNYC and if BNYC is in compliance with state law.
10. Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members.
11. Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken.
12. Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required.
13. The Board exercises appropriate oversight of the Executive Director and other executive staff, including setting performance expectations and reviewing performance annually.
14. The Board has identified the areas of most risk to BNYC and works with management to implement risk mitigation strategies before problems occur.

Mr. Schumer convened the meeting of the IDA Governance Committee meeting at 8:45 a.m., at which time a quorum was present.

Mr. Schumer presented the first item for consideration, which was a motion to approve the minutes of the minutes of the Governance Committee meeting held on May 6, 2022. The motion was made, seconded, and approved with no abstentions or recusals.

Mr. Schumer presented the second item, which was the questionnaire for the annual board self-evaluation survey. A motion was made, seconded, and approved with no abstentions or recusals.

Ms. Brindle-Khym asked about the timing of distribution of the survey, to which Mr. Schumer detailed that the link to the survey would be sent shortly, the survey would be presented at the July Board of Directors meeting and be due two weeks after that meeting, with the results presented at the September Board of Directors meeting. Ms. Brindle-Khym asked of the possibility of the collective Board of Directors reviewing the questionnaire for the purpose of revising the questionnaire for a more pointed and applicable survey. Mr. Schumer stated that the

questionnaire was slightly revised to include “if applicable” to certain questions, which Ms. Brindle-Khym found sufficient. Ms. Woo noted that there is an open comment section at the end of the survey. Ms. Brindle-Khym asked if staff could provide an additional reminder prior to the final reminder to complete the survey.

There being no further business to come before the Committee, pursuant to a motion made, seconded, and unanimously approved, the meeting was adjourned at 8:47 a.m.

Mr. Schumer convened the meeting of the Build NYC Governance Committee meeting at 8:47 a.m., at which time a quorum was present.

Mr. Schumer presented the first item for consideration, which was a motion to approve the minutes of the minutes of the Governance Committee meeting held on May 6, 2022. The motion was made, seconded, and approved with no abstentions or recusals.

Mr. Schumer presented the second item, which was the questionnaire for the annual board self-evaluation survey. A motion was made, seconded, and approved with no abstentions or recusals.

There being no further business to come before the Committee, pursuant to a motion made, seconded, and unanimously approved, the meeting was adjourned at 8:49 a.m.