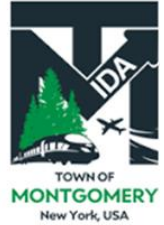


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**GOVERNANCE COMMITTEE of the
TOWN OF MONTGOMERY INDUSTRIAL DEVELOPMENT AGENCY MEETING MINUTES**

**May 13, 2025
12:30PM**

PRESENT:

Robert Santo
George DeClue
Jose Hernandez

Vincent Rouhotas – Executive Director
Lauren Rowley – Agency Secretary

ABSENT:

NOTE: Conference Call Line – No calls.

AGENDA

- 1. Call to Order and Declaration of Quorum**
 - 2. Approval of the April 9, 2024 Meeting Minutes**
 - 3. Executive Director Annual Evaluation**
 - 4. Review Bylaws to Add in ACH Payment Policy**
 - 5. Other Business**
 - 6. Adjournment**
-

Meeting

1. The meeting was called to order and a full quorum was present.
2. A motion was made by Jose Hernandez to accept the meeting minutes from April 9, 2024, which was seconded by Robert Santo. All board members were in favor, none opposed. Motion carried.

3. Vincent Rouhotas will send the town's employee evaluation, which can be tailored to the Montgomery IDA and the role and responsibilities of the Executive Director.
4. Vincent Rouhotas, IDA Chairman J. Thomas Jones, and IDA Treasurer Matt Stoddard, have been discussing having the ability to pay some bills online via ACH. Checks work, but there are times when check signers are unavailable to sign in a timely manner and an online payment would prevent the IDA from paying any invoices late. The Montgomery IDA bylaws would just need to be updated to reflect this change.
5. Vincent Rouhotas shared that all board evaluations are complete and have been sent to the ABO. The PARIS reports are all submitted too.
6. Jose Hernandez made a motion to adjourn the meeting, which was seconded by George DeClue. All board members were in favor, none opposed. Motion carried.

These minutes were transcribed by Lauren Rowley, Secretary of the Montgomery IDA.