



Clayton Local Development Corporation  
913 Strawberry Lane, Clayton NY 13624  
Phone 315-686-3212 Fax 315-686-2503  
[www.claytonldc.org](http://www.claytonldc.org)

## **Governance Committee Meeting Agenda**

**June 2, 2022**

**3:00 pm**

**In person and via Zoom**

**Governance Committee Members:** Dennis Weller (Chair), Jamie Ganter, Chris Bogenschutz, Jack Stopper and Bobby Cantwell.

**Guest: Doug Rogers-Ethics Officer**

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1. Approval of the Minutes from the November 4, 2021 Governance Committee Meeting
2. Conflict of Interest Policy
3. Ethics Officer potential on Governance Committee
4. NYS Authorities Budget Office Mandatory Training



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### **Governance Committee Meeting Minutes of November 4, 2021**

Governance Committee Chair Dennis Weller called the meeting to order at 3:00 p.m. In attendance were Dennis Weller (via Zoom), Jamie Ganter, and Jack Stopper. Executive Director Kristi Dippel was also in attendance. Chris Bogenschutz and Bobby Cantwell were excused.

On motion by Jamie Ganter, second by Jack Stopper the committee unanimously approved the minutes of the meeting of June 3, 2021.

Chairman Weller presented the draft Audit Committee Charter that had been discussed at the previous meeting. Changes were made to the NYS guidance model to reflect the operations of the organization. Jack Stopper made a motion to accept the Charter as drafted and present it to the full board for consideration. Jamie Ganter seconded the motion. All were in favor.

The committee discussed if the by-laws needed to address ex-officio members and their replacement as officers if they leave the board. The committee concluded that this is already addressed in the by-laws for the election of vacant officer positions, regardless if a member is ex-officio. It was decided that no changes were needed to the by-laws on this issue at this time.

Next Chairman Weller discussed the by-law revisions. These revisions were to reflect the use of video conferences in board meetings and Governance and Audit committee charters that are or will be in place. All changes were made in red, so they could be easily distinguished from the current by-laws. Jamie Ganter made a motion to accept the changes to the by-laws and present the document to the full board for consideration, Jack Stopper seconded the motion. All were in favor.

The committee followed up on the discussion at the previous meeting of the residency requirements. Since there are no NYS requirements and it is not in the by-laws, it was decided that it did not need to be addressed at this time.

The 2020 board evaluation was discussed. Jamie planned to discuss the evaluation at the board meeting. The committee plans to address the 2021 evaluation in January 2022.

Chairman Weller discussed the need for the committee to focus on new board member orientation. The NYS guidelines will be distributed. It was also discussed to include financial statements and NYS reporting requirements as part of the orientation. This topic will be ongoing.

On motion by Jamie Ganter, second by Jack Stopper, the Chair declared the meeting adjourned at 3:42 p.m.

**CLAYTON LOCAL DEVELOPMENT CORPORATION  
CONFLICTS OF INTEREST  
POLICY**

**Adopted by the Board of Directors:**

Section 1. Purpose.

The purpose of this Policy is to protect the Corporation's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Corporation or might result in a possible excess benefit transaction. This Policy is intended to supplement but not replace any applicable New York State and federal laws governing conflicts of interest applicable to nonprofit and charitable corporations.

Section 2. Definitions.

- (a) Interested Person. Any director, officer, or member of a committee with Board delegated powers who has a direct or indirect financial interest, as defined below, is an interested person. If a person is an interested person with respect to any entity in the corporate system of which the Corporation is a part, he or she is an interested person with respect to all entities in the corporate system.
- (b) Financial Interest. A person has a financial interest if he or she personally has, directly or indirectly, through business, investment or family:
- (1) an ownership or investment interest in any entity with which the Corporation has a transaction or arrangement, or
  - (2) a compensation arrangement with the Corporation or with any entity or individual with which the Corporation has a transaction or arrangement, or

(3) a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Corporation is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial in nature.

A financial interest is not necessarily a conflict of interest, but any director, officer, or member of a committee with Board delegated powers who has a financial interest may declare that he/she has a conflict of interest and thereby become subject to the procedures set forth in Section 3(c) of this Policy. If such a person with a financial interest is not sure whether it creates a conflict of interest, he/she shall make disclosures pursuant to Section 3(a) of this Policy, and the Board or committee shall then determine whether a conflict of interest exists in accordance with Section 3(b).

### Section 3. Procedures.

(a) Duty to Disclose. In connection with any actual or possible conflicts of interest, an interested person must disclose the existence of his or her financial interest and must be given the opportunity to disclose all material facts to the directors and members of committees with Board delegated powers considering the proposed transaction or arrangement.

(b) Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the Board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board or committee members shall decide if a conflict of interest exists.

(c) Procedures for Addressing the Conflict of Interest.

(1) An interested person may make a presentation at the Board or committee meeting, but after such presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest, and he/she shall not otherwise use personal influence with respect thereto.

(2) The Chairperson of the Board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

(3) After exercising due diligence, the Board or committee shall determine whether the Corporation can obtain a more advantageous transaction or arrangement with reasonable efforts from a person or entity that would not give rise to a conflict of interest.

(4) If a more advantageous transaction or arrangement is not reasonably attainable under circumstances that would not give rise to a conflict of interest, the Board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Corporation's best interest and for its own benefit and whether the transaction is fair and reasonable to the Corporation. In conformity with that determination, it shall make its decision as to whether to enter into the transaction or arrangement. If, however, the majority vote of disinterested members is not sufficient to constitute action by a committee, the matter shall be submitted to a vote of the Board, and if the majority vote of disinterested directors is not sufficient to constitute action by the Board, the matter shall be submitted to a vote of the Corporation's members.

(d) Violations of the Conflicts of Interest Policy.

(1) If the Board or committee has reasonable cause to believe that a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

(2) If, after hearing the response of the member and making such further investigation as may be warranted in the circumstances, the Board or committee determines that the member has in fact failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Section 4. Records of Proceedings. The minutes of the Board and all committees with Board-delegated powers shall contain:

(a) the names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board's or committee's decision as to whether a conflict of interest in fact existed; and

(b) the names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection therewith.

Section 5. Compensation.

A voting member of the Board of Directors or any committee whose jurisdiction includes compensation matters who receives compensation, directly or indirectly, from the Corporation for services is precluded from voting on matters pertaining to that member's compensation. No

voting member of the Board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Corporation, either individually or collectively, is prohibited from providing information to the Board or any committee regarding compensation.

Section 6. Annual Statements. Each director, principal officer and member of a committee with Board delegated powers shall annually sign a statement which affirms that such person:

- (a) has received a copy of the Conflicts of Interest Policy of the Corporation;
- (b) has read and understands that Policy;
- (c) has agreed to comply with that Policy; and
- (d) understands that the Corporation is a charitable organization and that in order to

maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Section 7. Periodic Reviews. To ensure that the Corporation operates in a manner consistent with its charitable purposes and that it does not engage in activities that could jeopardize its status as an organization exempt from federal income tax, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- (a) Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- (b) Whether transactions and other relationships result in inurement, impermissible private benefit, or an excess benefit transaction.
- (c) Whether partnership and joint venture arrangements and arrangements with other organizations conform to written policies, are properly recorded, reflect reasonable payments for

goods and services, further the Corporation's charitable purposes and do not result in inurement, impermissible private benefit, or an excess benefit transaction.

(d) Whether agreements to provide services and agreements with other entities, employees, and third-party payors further the Corporation's charitable purposes and do not result in inurement, impermissible private benefit, or an excess benefit transaction.

Section 8. Use of Outside Experts.

In conducting the periodic reviews provided for in Section 7 of this Policy, the Corporation may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of its responsibility for ensuring that periodic reviews are conducted.

Section 9. Loans.

No loans, other than through the purchase of bonds, debentures, or similar obligations of the type customarily sold in public offerings, or through the ordinary deposit of funds in a bank, shall be made by the Corporation to its directors or officers, or to any other corporation, firm, association or other entity in which one or more of its directors or officers are directors or officers or hold a substantial financial interest, except a loan to another Type B not-for-profit corporation.

Section 10. Compliance with Laws.

It is the intention of the Corporation that in all matters related to the Corporation, all directors, corporate officers and members of committees with Board delegated powers shall adhere to applicable federal and state laws and regulations. If there is doubt as to the legality of any action or transaction, reasonable legal assistance should be obtained.



Section 11. Gifts and Favors.

No director, corporate officer or member of a committee with Board delegated powers shall be involved with gifts, entertainment, loans, or other favors of any kind if the value or frequency of the same is such that a sense of obligation to the donor is created, or can be perceived to be created, that would affect the Corporation or influence the acts or judgment of such person. Both the actual and perceived ability of the recipient to complete his/her corporation related duties in a fair and unbiased manner may not be compromised.

Section 12. Political Activity.

The Corporation respects the rights of directors, corporate officers and members of committees with Board delegated powers to be or not to be involved on an individual basis with political activities of their own choosing. No Corporation funds may be used in connection with any such activity and no individual may make political contributions on behalf of the Corporation.

Section 13. Community Activities.

The Corporation encourages and respects the rights of directors, corporate officers and members of committees with Board delegated powers to become involved in various community service activities as they individually deem appropriate. Such activities, however, shall not interfere with the performance by any such person of his/her duties to the Corporation. Special care must be taken that perceptions not be created that such person is acting on behalf of the Corporation by virtue of the Corporation related position held by the individual. Corporation funds may not be used for community activities not directly related to the mission of the Corporation.

**Clayton Local Development Corporation  
Conflict of Interest Policy  
For  
Trustees, Officers and Key Employees**

**Purpose:**

The purpose of this Conflict of Interest Policy (this “Policy”) is to (1) protect the interests of the Clayton Local Development Corporation, a tax-exempt organization, when it is contemplating entering into a transaction or arrangement that might benefit the private interest of a trustee, officer or Key Employee or might result in a possible excess benefit transaction; and (2) provide a procedure for dealing with Conflict of Interest situations. This Policy is intended to supplement, but not replace, any applicable state and federal laws governing conflicts of interest applicable to not-for-profit, educational and charitable organizations in New York State. This Policy applies to all trustees, officers and Key Employees of the Clayton Local Development Corporation.

**Definitions:**

“Affiliate” means an entity controlled by, in control of, or under common control with the Clayton Local Development Corporation.

“Audit Committee” means the Audit Committee of the Clayton Local Development Corporation’s Board.

“Board” means the Clayton Local Development Corporation’s Board.

“Compensation” means direct or indirect remuneration, as well as gifts or favors that are not insubstantial.

“Conflict of Interest” means any situation, circumstance or state of affairs in which an individual is in a position to approve or influence Clayton Local Development Corporation policies or actions which: (1) involve personal interests or Financial Interests of the individual that may be inconsistent with, or divergent from, the interests of the Clayton Local Development Corporation; or (2) could ultimately harm or benefit financially: (a) the individual; (b) any member of his or her Immediate Family; or (c) any entity in which any individual described in clause (a) or (b) of this definition has a [five] percent or greater ownership or beneficial interest, with respect to which any such individual serves as a director or officer, or over whose activities or decisions any such individual has the ability to exercise control. Without limiting the foregoing, any interest in a Related Party Transaction shall constitute a Conflict of Interest.

“Financial Interest” means any instance in which a person has, directly, or indirectly through business, investment or Immediate Family: (1) an actual or potential ownership or investment interest in any entity with which the Clayton Local Development Corporation has, or may reasonably be expected to have, a transaction or arrangement; or (2) an actual or potential Compensation arrangement with the Clayton Local Development Corporation or with any entity

or individual with which the Clayton Local Development Corporation has, or may reasonably be expected to have, a transaction or arrangement.

“Immediate Family” includes an individual’s spouse or domestic partner; siblings and siblings of an individual’s spouse or domestic partner; ancestors; children, grandchildren and great grandchildren; spouses or domestic partners of siblings, children, grandchildren and great grandchildren; as well as persons with whom an individual has a step-relationship, as applicable, of the type described above and/or others as to whom it would reasonably appear that the individual has a relationship involving an interest in such person comparable to those listed above.

“Key Employee” means any person who is in a position to exercise substantial influence over the affairs of the Clayton Local Development Corporation, including, but not limited to: (1) substantial contributors to the Clayton Local Development Corporation; (2) any person whose compensation is based on revenues derived from Clayton Local Development Corporation activity; (3) any person that has or shares authority to control or determine a substantial portion of the Clayton Local Development Corporation’s capital expenditures, operating budget or compensation for employees; and (4) any person that manages a discrete segment of the Clayton Local Development Corporation that represents a substantial portion of the activities, assets, income or expenses of the Clayton Local Development Corporation as compared to the Clayton Local Development Corporation as a whole.

“Related Party” A Related Party includes: (1) any trustee, director, officer, or Key Employee of the Clayton Local Development Corporation or any Affiliate; (2) Immediate Family of any trustee, director, officer, or Key Employee of the Clayton Local Development Corporation or any Affiliate; or (3) any entity in which any individual described in clause (1) or (2) of this definition has a thirty-five percent or greater ownership or beneficial interest or, in the case of a partnership or professional corporation, a direct or indirect ownership interest in excess of five percent.

“Related Party Transaction” A Related Party Transaction includes any transaction, agreement or any other arrangement in which a Related Party has a Financial Interest and in which the Clayton Local Development Corporation or an Affiliate is a participant.

**Disclosure of Conflicts of Interest:**

Written disclosure of all potential Conflicts of Interest is required by all trustees, officers and Key Employees prior to election or appointment and annually thereafter. A trustee, officer or Key Employee shall disclose a potential Conflict of Interest: (a) prior to voting on or otherwise discharging his or her duties with respect to any matter involving the potential Conflict of Interest which comes before the Board or any committee; (b) prior to entering into any contract or transaction involving the Clayton Local Development Corporation; and (c) as soon as possible after the trustee, officer or Key Employee shall learn of a Conflict of Interest in any other context. Disclosure of the material facts surrounding the trustee, officer or Key Employee’s Conflict of Interest shall be made to the Secretary of the Board, who shall provide such disclosure to the Chair of the Audit Committee and, in the event of Conflicts of Interest Reported by officers or Key Employees, to the President.

### **Annual Statements:**

Without limiting the general and continuing disclosure obligation set forth in the preceding section, the Chair of the Audit Committee shall distribute annually to all trustees, officers and Key Employees a form soliciting the disclosure of all potential Conflicts of Interest, including specific information concerning the terms of any contract or transaction with the Clayton Local Development Corporation and whether the applicable processes set forth in this Policy were used. Each trustee, officer and Key Employee shall also annually sign a statement included with the form distributed by the Chair of the Audit Committee which affirms that such person:

- a. Has received a copy of this Policy,
- b. Has read and understands this Policy,
- c. Has agreed to comply with this Policy, and
- d. Understands the Clayton Local Development Corporation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Written disclosures shall be submitted to the Chair of the Audit Committee.

### **Approval of Conflicts of Interest:**

Following receipt of information concerning a contract or transaction involving a potential Conflict of Interest, the Audit Committee shall consider the material facts concerning the proposed contract or transaction, including the process by which the decision was made to recommend entering into the contract or transaction on the terms proposed. The Audit Committee may issue a recommendation as to the approval and/or management of the proposed contract or transaction, and shall only recommend approval of those contracts or transactions that are fair, reasonable and consistent with the best interests of the Clayton Local Development Corporation; provided that if the potential Conflict of Interest is related to a Related Party Transaction, then the contract or transaction must be approved in accordance with the procedures set forth in the Section of this Policy entitled "Related Party Transactions." For purposes of this Policy, fairness includes, but is not limited to, the concepts that the Clayton Local Development Corporation should pay no more than fair market value for any goods or services which the Clayton Local Development Corporation receives and that the Clayton Local Development Corporation should receive fair market value consideration for any goods or services that it furnishes others. The Audit Committee shall set forth the basis for its decision with respect to approval and/or management of contracts or transactions involving Conflicts of Interest in the minutes of the meeting at which the decision is made, including the basis for determining that the consideration to be paid is fair to the Clayton Local Development Corporation.

Under no circumstance may a trustee, officer or Key Employee with respect to whom a Conflict of Interest exists be present at or participate in deliberations, discussions and/or decisions relating to the matter, or attempt to improperly influence any deliberations or voting regarding

the matter. The existence and resolution (as applicable) of any reported Conflict of Interest shall be documented in the appropriate Clayton Local Development Corporation records, including in the minutes of any meeting at which the Conflict of Interest was discussed and voted upon.

**Related Party Transactions:**

Any trustee, officer or Key Employee with any interest in a Related Party Transaction shall make a good faith disclosure of all material facts related to such interest to the Audit Committee. The Clayton Local Development Corporation shall not enter into a Related Party Transaction unless, after reviewing alternative transactions to the extent they are available, a majority of disinterested trustees, or a majority of the Audit Committee, determines that that proposed Related Party Transaction is fair, reasonable and in the Clayton Local Development Corporation's best interests; and documents in the minutes of the meeting at which such determination was made the basis for the determination that the Related Party Transaction is fair, reasonable and in the Clayton Local Development Corporation's best interests, including any alternative transactions that were considered. At the time of the discussion and decision concerning the authorization of such contract or transaction, the interested trustee, officer or Key Employee shall not be present at the meeting, and such trustee, officer or Key Employee shall not attempt to improperly influence any deliberations or voting regarding the Related Party Transaction; provided that the Board, or Audit Committee, may request the interested trustee, officer or Key Employee to provide information regarding the Related Party Transaction prior to the commencement of deliberations or voting thereon. Any Related Party Transaction that is approved without complying with the procedure set forth in this section shall be void.

**CLARKSON UNIVERSITY**

**INITIAL/ANNUAL CONFLICT OF INTEREST STATEMENT FOR TRUSTEES,  
OFFICERS AND KEY EMPLOYEES**

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**INSTRUCTIONS:**

- A. Capitalized terms used but not defined in this Statement have the meanings given to them in the Clarkson University Conflict of Interest Policy for Trustees, Officers and Key Employees (the "Policy"). Additional definitions can be found in the appendix.
- B. This Statement must be completed by any individual prior to election or appointment as a trustee, officer or Key Employee of Clarkson University and annually thereafter on or before a date specified by the Chair of the Board of Trustees Audit Committee. Note, however, that pursuant to the Policy, the duty to disclose Conflicts of Interest is a general and continuing obligation, and each trustee, officer or Key Employee remains obligated to disclose potential Conflicts of Interest on an ongoing basis as and when required by the Policy, notwithstanding prior submission of this Statement.
- C. With respect to each transaction, arrangement or business relationship disclosed below, identify (to the extent known) the material terms of the transaction, arrangement or business relationship, and whether the applicable processes set forth in the Policy have previously been used to disclose the reporting individual's relationship and to approve the University transaction, arrangement or business relationship.

**DISCLOSURE STATEMENT:**

In accordance with the Clarkson University Conflict of Interest Policy for Trustees, Officers and Key Employees (the "Policy"), the undersigned hereby:

- 1. I am, or a family member is, party to transactions, arrangements, or business relationships (other than my direct service to the University as a trustee, officer or Key Employee) to which Clarkson University or an Affiliate\* of the University is, or may reasonably be expected to be, a party.

Yes. Please describe

No

\*Includes J.R. Weston, Inc., Beacon Institute, and the former Union Graduate College

2. I am, or a family member is, an officer, director, trustee, member, owner, or employee of an entity/entities with which Clarkson University or an Affiliate\* of the of the University has, or may reasonably be expected to have, a transaction, arrangement or business relationship.

Yes. Please describe.

No

I am an employee of Structural Associates, Inc., a general contracting firm. As a general contracting firm and as the university contracts out construction work a limited possibility exists that the firm may wish to propose on future work. My employment agreement ends May 1, 2019.

3. I have, or a family member has, a Financial Interest in or with an entity/entities with which Clarkson University or an Affiliate\* of the University has, or may reasonably be expected to have, a transaction, arrangement or business relationship.

Yes. Please describe.

No

4. I have, or had, a family or business relationship with another person listed on Exhibit I during the past three years.

Yes. Please name the person and describe the relationship.

No

5. I may have a Conflict of Interest with the following transactions, arrangements or business relationships in which Clarkson University or an Affiliate\* of the University is, or may reasonably be expected be, a participant, and that are not otherwise disclosed above.

Yes. Please describe.

No

\*Includes J.R. Weston, Inc., Beacon Institute, and the former Union Graduate College

6. I affirm that:
- a. I have received a copy of the Policy;
  - b. I have read and understand the Policy;
  - c. I agree to comply with the Policy; and
  - d. I understand Clarkson University is a charitable entity and, in order to maintain its federal tax exemption, the University must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

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Name (print)

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Signature (Not necessary if responding electronically)

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Date



## **APPENDIX**

### **Definitions**

#### **Transactions, Arrangements, Business Relationships**

Transactions include all business transactions for which payments were made.

Arrangements include loans, grants and other assistance. Grants and other assistance includes scholarships, fellowships, stipends, research grants, internships, prizes, awards, and similar payments and distributions made or use of facilities by CU during the fiscal year. It does not include salaries or other compensation to employees.

Business relationships between two persons include any of the following:

1) One person is employed by the other in a sole proprietorship or by an organization with which the other either is a trustee, director, officer, or key employee, or owns a 35% or greater share. 2) One person is transacting business with the other (other than in the ordinary course of either party's business on the same terms as are generally offered to the public), directly or indirectly, in one or more transaction involving transfers of cash or property valued in excess of \$10,000 in the aggregate during the fiscal year. 3) The two persons are each a director, trustee, officer, or greater than 10% owner in the same business or investment entity.

Privileged relationship exception: For purposes of this question, a "business relationship" does not include a relationship between (1) attorney and client, (2) medical professional (including psychologist) and patient, or (3) priest/clergy and penitent/communicant.

#### **Family Member, Family Relationship**

Unless specified otherwise, the family of an individual includes only his or her spouse, ancestors, brothers and sisters (whether whole or half), children (whether natural or adopted), grandchildren, great grandchildren, and spouses of brothers, sisters, children, grandchildren, and great grandchildren.

## Clayton LDC Board Members 2022

<u>Ex-officio members</u>						
		Original Date	Community Position		Required Training Completed	
Doug Rogers		3/1/2016	Planning Board Chair		2/8/2017, 10/28/2020	
Lance Peterson		1/1/2019	Town of Clayton Supervisor		7/22/2020	
Norma Zimmer		12/6/2007	Village of Clayton Mayor		12/9/2020	
Chris Bogenschutz - Ast Sec		8/5/2004	Clayton Chamber of Commerce		4/19/2017, 7/22/2020	
Bobby Cantwell - Vice Chair		1/1/2018	Jefferson County Legislature		2/6/2019	
Mike Bashaw		1/1/2016	TISD Superintendent		1/25/2017, 2/19/2020	
<u>Citizen members</u>						
		Original Date	Date of Appointment			
Jamie Ganter - Chairman		1/1/2017	1/1/2020		2/8/2017, 7/22/2020	
Christine Powers		1/1/2016	1/1/2019, 1/1/2022		11/9/2016, 1/23/2019	
vacant						
John Cooper - Treasurer		1/1/2016	1/1/2019, 1/1/2022		2/10/2017, 7/22/2020	
Jack Stopper		1/1/2018	1/1/2021		3/1/2018 (?)	
Dennis Weller		1/1/2015	1/1/2018, 1/1/2021		10/26/2016, 12/4/2019	
Kylie Peck - Secretary		1/1/2019	1/1/2022		2/6/2019	

**Members highlighted in yellow need training in 2022**

Training is required within 12 months of appointment and every 3 years after

Training dates and enrollment can be found here:

<https://www.abo.nv.gov/training/online/training.html>