



ALBANY PORT DISTRICT COMMISSION GOVERNANCE COMMITTEE

**JANUARY 23, 2026
12:00 P.M.**

AGENDA

- 1) Approval of Minutes from the November 24, 2025 Governance Committee Meeting
- 2) 2026 Nomination of APDC Officers
- 3) Annual Policy Review:
 - Code of Ethics
 - Extension of Credit Prohibition
 - Indemnification
 - Personnel Handbook
 - Procurement
 - Prompt Payment
 - Property Acquisition
 - Property Disposition
 - Sexual Harassment
 - Whistleblower
- 4) Overview of Conflict of Interest Declarations
- 5) Review Summary Results of Confidential Evaluation of Board Performance
- 6) Enter Executive Session¹
- 7) Exit Executive Session
- 8) Next Meeting: November 23, 2026

- ¹ Only if necessary (and if approved by a majority vote of the Commission), to discuss
- a. matters which will imperil the public safety if disclosed;
 - b. any matter which may disclose the identity of a law enforcement agent or informer;
 - c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
 - d. discussions regarding proposed, pending or current litigation;
 - e. collective negotiations pursuant to article fourteen of the civil service law;
 - f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
 - g. the preparation, grading or administration of examinations; and
 - h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.



ALBANY PORT DISTRICT COMMISSION
MINUTES OF THE
GOVERNANCE COMMITTEE MEETING
NOVEMBER 24, 2025

Commissioner Steffens called the meeting to order. In attendance were Commissioners Coffey and Cinquanti. Also present were CEO Hendrick, General Counsel Jordan, CCO Daly, CFO Stuto, DSI Schneidawin, DEA Vavura, SCM Yagan, Director of Security Stock, Administrative Assistant DiLillo and, Logistec Operations Manager Matt Sullivan.

Chairperson Steffens introduced the minutes of the January 29, 2025 Governance Committee meeting and asked for a motion to approve the minutes. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

REVIEW OF COMMITTEE CHARTER

Commissioner Steffens presented the Governance Committee Charter. She informed the Committee that management recommended no changes. Commissioner Steffens asked for a motion to approve the Committee Charter as presented. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

REVIEW OF THE MISSION STATEMENT

Commissioner Steffens presented the Mission Statement. She noted that management has recommended a few minor changes which were forwarded to the Board for consideration prior to the meeting. Commissioner Steffens asked for a motion to approve the mission statement as amended. A motion was made by Commissioner Coffey, seconded by Commissioner Cinquanti and passed unanimously.

PROPOSED 2026 MEETING DATES

Commissioner Steffens noted that a copy of the proposed schedule for the 2026 APDC Board and Committee meetings was included in the meeting agenda packet. She asked that an email invite be sent out to the Board members to update their calendars to include the Board and Committee meetings.

RECOMMENDATIONS FOR 2026 COMMITTEE ASSIGNMENTS

The Governance Committee was presented with the proposed APDC Committee Membership for 2026. Commissioner Steffens reviewed the proposed 2026 committee assignments with the Committee Members. Counsel Jordan noted that a resolution will be presented to the full Board for approval at the December meeting.

EXECUTIVE SESSION

There were no items for discussion in Executive Session.

Commissioner Steffens asked for a motion to adjourn the meeting. A motion was made by Commissioner Coffy, seconded by Commissioner Cinquanti and passed unanimously. The meeting was adjourned.



Proposed Nomination of Albany Port District Commission Officers for 2026

Chairperson: Georgette Steffens

Treasurer: Joseph Coffey

Secretary: Dominic Tagliento

Assistant Secretary: Michael Cinquanti

January 23, 2026
Governance Committee Meeting