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**Governance Committee Meeting**  
**July 10, 2024**  
**Immediately following 7:30am Board of Directors Meeting**  
**Hamburg Volunteer Fire Department**  
**301 Union Street, Hamburg NY**

**Present**

Davis Podkulski  
Bob Hutchison  
Jamel Perkins

**Guests**

Mary Doran  
Jennifer Strong, Attorney

**Executive Director**

Sean Doyle

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Director Doyle opened the committee meeting at 8:50am.

The committee discussed the proposal at the May Board of Directors meeting to write a formal policy requiring applicants to be present at their public hearing, initial project approval board meeting as well as strongly suggesting their presence for any project extensions.

The committee agreed any company requesting benefits should meet with the board in person or at least via zoom if unable to attend in person. A uniform policy should be written that pertains to every applicant. The policy should be included in the application.

Doyle will write the policy and present to the board at the August Board meeting.

Meeting adjourned at 9:00am

Sincerely,

Sean Doyle, Executive Director