

# Port of Oswego Authority

## *Board Committees, 2015-16*

### Executive Committee:

- Defines roles of Board members and the Executive Director
- Provides Board orientation process
- Oversees public relations
- Maintains organizational chart, and reviews personnel policies
- Provides annual review of the Executive Director
- Makes recommendations for labor agreements
- maintains job descriptions

#### Committee Members

*Terrence Hammill, Chair*  
*Michael Carroll, Vice-Chair*  
*Thomas Gillen, Sec./Treas.*  
*David Schermerhorn(Audit Comm.)*

### Planning and Development Committee:

- Oversees special planning projects
- Identifies, plans and sets benchmarks for Port services
- Maintains listing of Port assets
- Oversees capital projects and asset acquisition
- Security

#### Committee Members

*Thomas Gillen, Chair*  
*Gerald (Jerry) Brown*  
*John Kares Smith*  
*Kenneth Stevens*

### Governance Committee:

- Develops and implements policies and procedures relating to the rules and regulations of the Port regarding hiring, contracting, civil service, pensions and benefits, ethics and conflicts of interests of staff and Board members, and management of such as it may relate to the governance of the Port of Oswego Authority.

#### Committee Members

*Terrence Hammill, Chair*  
*Kirk Coates*  
*John Kares Smith*  
*Kenneth Stevens*

### Audit and Finance Committee:

- Reviews both internal and external audit functions, including, but not limited to, working with the outside auditor, reviewing the audit, and implementing actions.
- Reviews budgeting, purchasing, sales, procedures, contracts, leases, consultants, employment and benefit-costs, on at least an annual basis.

#### Committee Members

*David Schermerhorn, Chair*  
*Gerald (Jerry) Brown*  
*Michael Carroll*  
*Kirk Coates*