



Chautauqua, Cattaraugus, Allegany & Steuben Counties

Southern Tier Extension Railroad Authority

**Center for Regional Excellence, 4039 Route 219, Suite 200, Salamanca, New York 14779
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**"This institution is an equal opportunity organization"
John Margeson, Chairman**

STERA Governance Committee

Notice of Upcoming Meeting

Date: Monday, June 18, 2012
Time: 9:00 AM – 9:30 AM
Place: Southern Tier West Planning and Development Board Main Conference Room
Center for Regional Excellence
4039 Route 219
Salamanca, New York

Please see <http://www.ccasstera.org/htm/jun18.html> for access to documents that will be discussed at this meeting.

Agenda

- 1. Roll Call and Introduction of Those Present**
- 2. Reading and Approval of the Minutes of the March 5, 2012 Meeting**
- 3. Unfinished Business**
 - A. If Available: Proposed Revised Internal Control Procedures**
 - B. If available: Proposed Job Description of CFO**
 - C. If available: Proposed STERA-STW Contract for Administrative Services**
 - D. Other Unfinished Business**
- 4. New Business**
 - A. STERA Management Report - Financial Disclosure and Ethics Report June 2012**
- 5. Public Comment**
- 6. Next Meeting Date and Agenda for Next Meeting**
- 7. Adjournment**

Please contact Tom Barnes at 716-945-5301 x 209 or tbarnes@southerntierwest.org to indicate whether or not you will be able to attend.