

Kirkland Ventures
Community Development Plan
Steering Committee Mission and Guidelines

Mission

Kirkland Ventures facilitates the creation, implementation and updating of a Community Development Plan for the Kirkland community, which includes the Town of Kirkland, the Village of Clinton, the Clinton Central School District, Hamilton College and the hamlets of Clark Mills, Franklin Springs and Kirkland.

Guidelines

Kirkland Ventures and the Community Development Plan (CDP) are led by the Steering Committee, which provides oversight, general direction and fiduciary responsibility.

1. **Composition:** Seven (7) standing members or their designees: the Town Supervisor, the Village Mayor, the CCS Superintendent, the Hamilton College President, the Chamber of Commerce Executive Director, the Mohawk Valley EDGE President, and one representative from the *ad hoc* citizens group formerly known as Kirkland Ventures.
2. **Administrative Support:** Administrative and accounting services are contracted through Mohawk Valley EDGE.
3. **Fiduciary:** The Steering Committee collects and oversees the efficient and effective use of funds in meeting its Mission.
4. **Contracts:** The Steering Committee contracts with various independent contractors and approves the disbursement of funds in payment of expenses related to the CDP.
5. **Leadership:** The Steering Committee may designate from among its members four (4) leadership positions: a “Leader” to act as chairperson during meetings, a “Vice-Leader” to act in place of the Leader as necessary, a “Bean Counter” to track the inflow and outflow of funds, and a “Scribe” to compile action items and Steering Committee meeting minutes.
6. **Decision Making:** Generally, decisions will be made by consensus. In case of disagreement, a vote will be taken with each member having one (1) vote. Any resolution brought for a vote requires a majority vote of four (4) members of the Committee.