

Dutchess County **DCida** Industrial Development Agency

3 Neptune Road, Suite A21, Poughkeepsie, NY 12601
Tel. (845) 463-5400 / Fax (845) 463-0100

BOARD OF DIRECTORS ANNUAL MEETING
AGENDA

Wednesday, January 8, 2020
8:00 a.m.

AGENDA

1. Roll Call

CONSENT AGENDA*

2. Approval of Minutes
January 9, 2019
3. Election of Officers for the Year 2020
 - Chairman Tim Dean
 - Vice Chairman Mark Doyle
 - Secretary/Treasurer Kathleen Bauer
4. Appointments
 - Chief Financial Officer Marilyn Yerks
 - Compliance Officer Marilyn Yerks
 - Records Access Officer Marilyn Yerks
 - Records Appeals Officer Sarah Lee
 - Procurement Officer Sarah Lee
5. Renewal of Chief Financial Officer's Bond
6. Renewal of IDA Membership in New York State EDC for the body
7. Authorization for Approval of 2020 Expenses Incurred (Reimburse Board Members, Agency Counsel, CFO, Executive Director and County employees for reasonable travel mileage expense at the federal rate level, and other reasonable travel expenses incurred at actual cost for business specifically related to the Agency.
8. Appointment of Members to Committees
 - Audit Kathleen Bauer
 Stacey Langenthal
 Donald Sagliano
 - Finance Kathleen Bauer
 Stacey Langenthal
 Donald Sagliano
 - Governance Comprised of the entire IDA Board

9. Re-Adoption of Policies
 - Committee Charters
 - Capitalization Policy
 - Internal Control Policy
 - Internal Control Assessment Acknowledgement
 - Investment Policy
 - Local Workforce Utilization Policy
 - Operations & Accomplishments
 - Performance Based Incentives Policy
 - Procurement Policy
 - Property Disposition Policy
 - Real Property Policy
 - Recapture and/or Termination of Financial Assistance for Projects without a Real Property PILOT policy
10. Designate Law Firm
Cappillino, Rothschild & Egan LLP
11. Designate Official Newspaper
Poughkeepsie Journal – publication purposes, purposes requiring advertising and notification to the public
12. Designate Depository Bank(s)
Designate any commercial bank in Dutchess County as a depository for the IDA funds, with no savings banks, just commercial banks, and that any funds deposited over and above the federal maximum of \$250,000 for FDIC protection are fully collateralized with securities for the full amount above \$250,000.

DISCUSSION AGENDA

13. Old Business
14. New Business
 - Uniform Tax Exemption Policy
 - Conflict of Interest Questionnaire
 - Financial Disclosure Statement
 - Code of Ethics Acknowledgment
 - Mission Statement and Performance Measurements Policy
 - Mission Statement & Performance Measurements Acknowledgement
 - Board Evaluation/Audit & Finance Committee Evaluation Questionnaires
15. Adjournment
 - ★ **Unless a Board Member requests that an item be removed from the Consent Agenda, all items on the Consent Agenda will be approved by a single vote. There is no discussion of the items on the Consent Agenda. However, any Board Member may request that an item be removed from the Consent Agenda. It would then be discussed and voted upon separately.**