



Dutchess County Local
Development Corporation

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

BOARD OF DIRECTORS ANNUAL MEETING

Wednesday, January 13, 2021
8:15 a.m.

AGENDA

1. Roll Call

CONSENT AGENDA*

2. Approval of Minutes
January 8, 2020
3. Election of Officers for the Year 2021
 - 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 LDC Membership in New York State EDC for the body and as individuals for Board Members, Corporation Counsel, Executive Director and staff
7. Authorization for Approval of 2021 Expenses Incurred (Reimburse Board Members, Corporation Counsel, CFO, Executive Director, LDC Staff 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 Corporation.
8. Appointment of Members to Committees
 - Audit Kathleen Bauer
Ronald J. Piccone II
Donald Sagliano
 - Finance Kathleen Bauer
Ronald J. Piccone II
Donald Sagliano
 - Governance Comprised of the entire LDC Board

9. Adoption of Policies
 - Committee Charters
 - Capitalization Policy
 - Internal Control Policy
 - Internal Control Assessment Acknowledgement
 - Investment Policy
 - Local Workforce Utilization Policy
 - Operations & Accomplishments
 - Procurement Policy
 - Property Disposition Policy
 - Real Property 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 LDC 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
 - Board Evaluation/Audit & Finance Committee Evaluation Questionnaires
 - Code of Ethics Acknowledgment
 - Conflict of Interest Questionnaire
 - Financial Disclosure Statement
 - Mission Statement and Performance Measurements Policy
 - Mission Statement & Performance Measurements Acknowledgement
 - Whistle-Blower Protection Policy
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.**

In compliance with NYS Senate Bill S88, signed into law on August 27, 2019 and effective as of January 2020, this meeting will be recorded.

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 202.1, as extended, suspending the Open Meetings Law, the Dutchess County Local Development Corporation (the "Corporation") Board Meeting scheduled for January 13, 2021 will be held electronically via conference call instead of a public meeting open for the public to attend in person. Members of the public may listen to the Board meeting by logging into the Zoom Platform at <https://zoom.us/j/91526272735> or calling 1-929-436-2866 Meeting ID: 915 2627 2735 2353. The meeting will be recorded and later transcribed and the transcription will be posted to the Agency's website.