

COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

5 Warren Street, Suite 210
Glens Falls, New York 12801

Tel. (518) 792-1312

The **Annual Meeting** of the Counties of Warren and Washington Industrial Development Agency was held on Tuesday, **February 27, 2017** at the Warren County Municipal Center in Lake George, New York. The following were:

PRESENT: Harold Taylor
Bruce Ferguson
Joseph LaFiura
Matt Simpson
Dave O'Brien
John W. Weber
Craig Leggett
Richard Moore

ABSENT: Jim Lindsay
Lou Tessier

The following were also present:

| | |
|----------------------|-----------------------------------|
| Kara Lais, Attorney | FitzGerald Morris Baker Firth PC |
| Brent Frary, Esquire | FitzGerald Morris Baker Firth, PC |
| Deborah Mineconzo | Office Administrator |

The minutes of the meeting were taken by the Office Administrator. The meeting was called to order at 4:00 pm. Attendance was taken and Bud Taylor declared a quorum was present.

Election of Agency Officers:

Ms. Lais took over the meeting and read the approved Slate of Officers for the 2017 positions as follows:

Bud Taylor for Chairman
Bruce Ferguson for Vice Chairman
Joe LaFiura for Secretary/Treasurer

She opened the floor for any other nominations and none were given. Mr. Simpson moved to accept the slate of officers for re-election with Mr. Weber seconding. The officers were approved for office unanimously by the full Board by voice vote.

Re-elected Chairman, Bud Taylor, continued the meeting with the following appointments:

At Large Member, Park Chairman/Contracting Officer and CFO/CEO:

Mr. Taylor stated appointments would remain the same as follows:

- Matt Simpson - at-large Member
- Rob Lynch – CFO/CEO
- Bruce Ferguson – Park Chairman and Contracting Officer

Committee Appointments:

Regarding Committee Appointments, Mr. Taylor announced his appointments will remain the same as in 2016 which are as follows:

Audit & Finance Committee: Joe LaFiura as Chairman along with Lou Tessier and John Weber. Mr. Taylor stated the Executive Committee Members will continue to be the Chairman, Vice Chairman, Secretary/Treasurer and at Large Member. The Executive Committee Members would continue to also serve as the Governance and Nominating Committee Members.

Adoption/Ratification of Appointments:

Mr. Ferguson moved to accept the following appointments again this year with Mr. LaFiura seconding:

- FitzGerald Morris Baker Firth PC as Agency Counsel
- The Post Star as the Agency's official newspaper
- Glens Falls National Bank as the official depository for the Agency

All three appointments were unanimously approved by the Board Members again this year by roll call vote.

PAAA Matters:

Regarding Agency policies, Mr. Taylor read into the minutes all the policies being re-adopted this year with no changes recommended at this time as follows:

- a) Investment Policy
- b) Procurement Policy
- c) Disposition of Real Property Guidelines
- d) Mission Statement
- e) Performance measurements
- f) Code of Ethics
- g) Compensation, Reimbursement and Attendance Policy
- h) Defense and Indemnification Policy
- i) FOIL Policy
- j) Sexual Harassment Policy
- k) Travel Policy
- l) Whistleblower Policy
- m) Organizational Chart
- n) Statement regarding Lobbying
- o) Discretionary Funds Policy

Mr. LaFiura moved to ratify all the policies (a-o) with no changes. Mr. Ferguson seconded the motion and all voted in favor by roll call vote.

Charters:

As stated by Mr. Taylor, no changes to any of the Agency’s Committee Charters were recommended and therefore will remain the same this year.

Adjournment: There being no further business, Mr. Taylor adjourned the meeting at 4:07 pm.

Dated: _____

Joseph LaFiura, Secretary/Treasurer

DRAFT