

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

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

Tel. (518) 792-1312

The **Executive/Governance Committee** meeting of the Counties of Warren and Washington Civic Development Corporation was held on Wednesday, **February 15, 2017** at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

<i>Present:</i>	Bud Taylor	Chairman
	Bruce Ferguson	Vice and Park Chairman/Contracting Officer
	Matt Simpson	At Large Member
<i>Absent:</i>	Joseph LaFiura	Secretary/Treasurer
<i>Also Present:</i>	Kara I. Lais, Esquire	FitzGerald Morris Baker Firth, PC
	Brent Frary, Esquire	FitzGerald Morris Baker Firth, PC
	Deborah Mineconzo	Office Administrator

The minutes were taken by the Office Administrator.

Call to Order: The Chairman called the meeting to order at 9:28 am.

Minutes of prior Meeting: Upon motion by Mr. Simpson, seconded by Mr. Ferguson, the minutes of the January 11, 2017 CDC Executive/Nominating/Governance Committee Meeting were approved unanimously by the Committee.

Annual Internal Controls, Investment and Procurement policy review:

Regarding the annual Internal Controls Procedures, Mrs. Mineconzo informed the Committee she made no changes to the current Internal Control Procedures for the CDC. No one requested further changes to the procedures or to the Investment and Procurement policies currently in place. Mr. Simpson moved to accept the revised Internal Control procedures and to renew the Investment and Procurement policies. Mr. Ferguson seconded and all agreed with the motion.

Mr. Taylor adjourned the IDA Committee Meeting at 9:32 am.

DATE

Joseph LaFiura, Secretary/Treasurer