

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

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

Tel. (518) 792-1312

The **Executive Committee** meeting of the Counties of Warren and Washington Civic Development Corporation was held on Wednesday, October 17, 2018 at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

Present:	Matt Simpson	Chairman
	Dave O'Brien	Vice and Park Chairman/Contracting Officer
	Joseph LaFiura	Secretary/Treasurer
	Craig Leggett	At-Large Member
Absent:	None	
Also Present:	Robert Morris, Esq.	FitzGerald Morris Baker Firth PC
	Michael Brandi, Esq.	FitzGerald Morris Baker Firth PC
	Tami Blondo	Office Administrator
	Travis Whitehead	

The minutes were taken by the Office Administrator.

Call to Order: The Chairman called the meeting to order at 9:45 a.m. Quorum was confirmed as still being present from the IDA Executive Park meeting at 9:00 a.m.

Minutes of prior Meeting: Upon motion by Mr. O'Brien and a second by Mr. LaFiura, the minutes of the September 19, 2018 Executive Committee for the Civic Development Corporation Meeting were approved unanimously by the Committee.

Old Business:
There was no old business to discuss.

New Business:
Proposed 2019 Budget: Mr. LaFiura presented the proposed Budget for the Civic Development Corporation for 2019. Mr. LaFiura indicated that nothing changed for the 2019 Budget. The previously approved \$45,000 transfer to the IDA has been completed. No new expenses are anticipated.

RFP for YE Accounting and Audit Services: Mr. LaFiura indicated that proposals had been received by four companies – two for audit services, one for accounting services and one for both the accounting and audit services. A spreadsheet showing the cost comparisons will be provided to the Board for their meeting on Monday, October 22, 2018. The Audit and Finance Committee meets on Monday prior to the regularly scheduled Board Meeting and will make its recommendation to the Board.

Review of Procurement Policies: Chairman Simpson indicated that there are no changes to the Procurement Policy.

Other Business: Mr. Morris stated that Mr. Ferguson had reached out to him to see if anyone from the Board had been contacted by Saratoga Hospital or if anyone had reached out to Saratoga Hospital regarding their proposed project at the former Carl R's site. The Executive Committee decided that it would be best if Saratoga Hospital reached out to the Agency first.

No other matters having come before the Board, the meeting was adjourned at 9:50 a.m. on a Motion made by Mr. O'Brien and seconded by Mr. LaFiura.

DATE

Joseph LaFiura, Secretary/Treasurer

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