

COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY
NOTICE/AGENDA OF ANNUAL MEETING

Please take notice that the annual meeting of the Counties of Warren and Washington Industrial Development Agency will be held on **Wednesday, February 17, 2016**, at 4:00 PM, in the Committee Room, second floor, of the Warren County Municipal Center, 1340 NYS Route 9, Queensbury, New York, for purposes of the following:

I. Election of Officers

II. Appointment by Chairman of:

1. at-large member of Executive Committee
2. CFO/CEO of Agency
3. Park Chairman/Contracting Officer Announcement

III. Committees & Appointments

1. Audit & Finance Committee
2. Executive and Park Committee
3. Nominating and Governance Committees (same as Executive)
4. Appointment of Consultants and Official Newspaper
 - a) Agency Counsel (FitzGerald Morris Baker Firth, PC);
 - b) Agency's official newspaper (The Post Star)
 - c) Agency's official depository (Glens Falls National Bank)

IV. PAAA Matters

1. Annual review/ratification of Policies:
 - 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

V. Changes to Meetings in Charters for

1. Governance Committee
2. Audit & Finance Committee

VI. Any other legal business that may come before the Agency

Dated: February 3, 2016
Harold G. Taylor, Chairman