



**Putnam County Industrial Development Agency**

2 Route 164, Suite 2B

Patterson, NY 12563

845-808-1031 [www.putnamida.com](http://www.putnamida.com)

**Minutes – Governance Committee Meeting**

Lower-Level Conference Room, 2 Route 164, Patterson, NY 12563

**Wednesday, August 12, 2020**

To be followed by Audit Committee Meeting and Regular Board Meeting

**Call to Order** – 6:00PM

**Roll Call**

Present: William Nulk  
Stephen Baranowski  
Edward Cooke  
Sarina Tamagna

Also Present: Teri Waivada  
Frank Smith  
Alexandra Baranowski

**Review By-Laws, Polices, and Mission Statement for confirmation as proposed in Resolution 2020-8-12-1:**

Be it resolved, that the Board of Directors of the Putnam County Industrial Development Agency, in compliance with transparency requirements of the New York State Authorities Budget Office, does hereby reaffirm, upon review and recommendation of the Governance and Audit-Finance Committees, and re-adopt the following 2020 program year.

- Agency By-Laws
- Uniform Tax Exemption Policy
- 2020 Mission Statement
- 2019 Achievements and Performance Report
- 2019 Operations Report
- Board of Directors' Duties and Responsibilities
- Code of Ethics
- Conflict of Interest
- Internal Control Policy
- Investment Policy
- Policies Governing the Use of Authority Discretionary Funds
- Procurement Policy
- Property Disposition Policy
- Recapture Policy
- Whistleblower Protection Policy

And further upon review, the Members adopt the 2019-2018 Audit and authorizes the Chairman to submit the 2019 PARIS Report.

The Board further resolves that the Agency will comply with laws and amendments, as enacted, in its operations and practices.

*Motion to close the meeting made by Sarina Tamagna, seconded by Stephen Baranowski. The motion passed unanimously.*

**Adjournment** – 6:11PM