



Minutes – Joint Governance and Audit Committee Meetings

Zoom Meeting - Agency Office, 2 Route 164, Patterson, NY 12563

Thursday, December 30, 2021

Call to Order: 7:00 PM –

Roll Call:	William Nulk, Chairman	<u>✓</u>
	Edward Cooke,	<u>✓</u>
	Michael Karlsson,	<u>✓</u>
	Joseph Downey, Secretary	<u>✓</u>
Other Attending:		
	Teri Waivada, Compliance Consultant	<u>✓</u>
	Mike Stephenson, IT Consultant	<u>✓</u>

1. Joint Meeting of the Audit and Governance Committee recommends Board approval of Resolution 2021-12-30-1
That the Board of Directors of the PCIDA, in compliance with transparency requirements of the New York State Authorities Budget Office, does hereby reaffirm, upon review, and recommend re-adopting the 2020 program year and the 2021 Mission Statement as described in Resolution 2021-12-30-1.

Adjournment to Full PCIDA Board Meeting: 7:15 PM

Text of PCIDA Resolution 2021-12-30-1:

PUTNAM COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Resolution No. 2021-12-30-1

PCIDA Compliance Documents

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 2021 program year.

- I. The Board approves the re-adoption of the Mission Statement, By-laws and policies listed below and posted on our website.
 - a. Mission Statement –
 - b. By-Laws
 - c. Code of Ethics Policy
 - d. Conflicts of Interests Policy
 - e. Discretionary Funds Use Authority Policy
 - f. Internal Control Policy
 - g. Investments Policy
 - h. Procurement Policy
 - i. Property Disposition Policy
 - j. Recapture Policy
 - k. Uniform Tax Exemption Policy
 - l. Whistle Blower Policy

- II. And also, update consistent with October 2019 legislation, which amended Subdivision 4 of Section 874 of the IDA Act requiring every Industrial Development Agency (“IDA” or “Agency”) in New York to amend its Uniform Tax Exemption Policy (“UTEP”), to add new environmental factors to the UTEP.

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