

Minutes – Full Board Meeting

Zoom Meeting Agency Conference Room, 2 Route 164, Patterson, NY 12563

Thursday, December 30, 2021

**Call to Order: immediately after Joint Governance and Audit Committee Meeting**

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>

**\*Report of Joint Governance and Audit Committee meeting:**

**Recommended Approval of Resolution 2021-12-30-1:**

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 for 2020 program year and the 2021 Mission Statement

- Agency By-Laws
- Uniform Tax Exemption Policy
- 2020 Mission Statement
- 2020 Achievements and Performance Report
- 2020 Operations Report
- 2020 Investment Report
- Board of Directors’ Duties and Responsibilities
- Code of Ethics Policy
- Conflict of Interest Policy
- Internal Control Policy
- Investment Policy Investment Policy
- Policies Governing the Use of Authority Discretionary Funds
- Procurement Policy
- Property Disposition Policy
- Recapture Policy
- Whistleblower Protection Policy
- 2019-2020 Audit
- Submission of all documents as required by PARIS for the year 2020.

See Resolution attached.

\*Approval of Payment of Invoices – Chairperson Nulk  
Waivada and Brim&Brand – Both approved

\*New/Old Business:  
Review and Approval of PCIDA Workforce Policy

\*Adjournment: \_\_\_\_\_