

TOWN OF GUILDERLAND
INDUSTRIAL DEVELOPMENT AGENCY

REGULAR BOARD MEETING MINUTES
March 29, 2016

Board Members Present:

William Young, Esq., Chairman
Christopher Bombardier, Member
Vera Dordick, Member
Kevin Hicks, Member
Walter Pacholczak, Member
James Shahda, Member

Staff Members Present:

A. Joseph Scott, III, Esq
Counsel and Bond Counsel
Hodgson Russ, LLP, Agency
Donald Csaposs, CEO
Linda Cure, Administrative
Assistant

Board Members Absent:

]

Staff Members Absent:

William Adams, CFO

Other Attendees: Lee Carman, Town Board Liaison

Chairman Young called the meeting of the Industrial Development Agency, held at Guilderland Town Hall on March 29, 2016 to order at 8:20 a.m.

I. Public Comment:

None.

II. Approval of the Minutes of January 29, 2016:

On a motion made by Mr. Bombardier and seconded by Mr. Young, the minutes of the January 29, 2016 IDA Board meeting were approved.

III. Chairman's Report:

Chairman Young welcomed new Board members Vera Dordick and Kevin Hicks. He advised them to make sure they sign their fiduciary forms, oaths and ethics disclosures.

IV. Old Business:

None

V. New Business

A. Consider the 2015 Audit presented by Karl Newton, CPA, Marvin and Co to the Audit Committee.

The audit committee recommends accepting the 2015 audit results from Marvin & Co. On a motion made by Mr. Young and seconded

by Mr. Bombardier, the audit committee's recommendation was approved.

B. Approval of the 2015 Financial Statement per the recommendation of the Audit Committee.

On a motion made by Mr. Pacholczak and seconded by Mr. Bombardier, the financial report for year ending 12/31/15 was approved.

C. Consider Status of PARIS Filing.

On a motion made by Mr. Bombardier and seconded by Mr. Pacholczak, the Board approved the filing of the PARIS report by Mr. Adams prior to the deadline of March 31, 2016.

D. Other Matters.

Attorney Scott recommended that the Board take the following actions to comply with new legislation:

- a. Convene a meeting to review all policies.
- b. Convene a meeting to approval all policies by June 15, 2016.
- c. Consider adopting a claw back policy.

Attorney Scott indicated that it may be necessary to modify the IDA application to a more structured consideration of projects.

- d. Attorney Scott notified the new Board members of the new Board member training requirements (within 1 year of appointment).
- e. Attorney Scott will coordinate an in-house Board training with Attorney Cregg of Hodgson Russ, LLP in the near future.
- f. Mr. Csaposs reported that the Town Clerk's office had received a FOIL request from Gannet Newspapers for the resume of the CEO. After discussion with counsel, Mr. Csaposs will submit the resume.
- g. Appointment of committee members –
 1. On a motion made by Mr. Bombardier and seconded by Mr. Young, the Board approved the appointment of Mr. Hicks to the Audit Committee.
 2. On a motion made by Mr. Young and seconded by Mr. Bombardier, the Board approved the appointment of Ms. Dordick and Mr. Hicks to the Governance Committee.
 3. On a motion made by Mr. Young and seconded by Mr. Shahda, the Board approved the appointment of Ms. Dordick to the Finance Committee.

The next meeting of the Regular Board will be followed by a training session in late May.

VI. Adjournment.

On a motion made by Mr. Shahda, Chairman Young adjourned the meeting of the Guilderland Industrial Development Agency at 8:36 a.m.

Respectfully submitted,
Linda Cure
Administrative Assistant