

IDA Audit Committee Board Meeting Minutes
Madison County Center for Economic Development
January 28, 2016
Members: *J. Romagnoli, J. Salka, S. Potter*

- I. Call to order by Chairman Romagnoli at 3:14 pm
- II. Old business
Approval of minutes from September 10, 2015 and March 26, 2015, motion for approval by S. Potter, seconded by J. Salka, approved by all present.
- III. New business
Audit pricing - the price for annual audit by Gustafson and Wargo CPAs has increased 3% as expected, motion to recommend approval of audit pricing to full board by S. Potter, seconded by J. Romagnoli.
- IV. Adjourn- Motion to adjourn at 3:15 pm by S. Potter seconded by J. Salka

**IDA Finance Committee Board Meeting Minutes
Madison County Center for Economic Development
January 28, 2016**

Members: *J. Salka, R. Bargabos, S. Potter, J. Romagnoli, D. Rogers*

- I. Call to order by Chairman Salka at 3:16 pm

- II. Old business
 - Approval of minutes from January 15, 2015- motion for approval by S. Potter, seconded by J. Romagnoli, approved by all present.

- III. New business
 - Grant Agreement with Madison County- motion to recommend approval to full board by R. Bargabos, seconded by S. Potter, approved by all present

 - Administrative Services contract- Motion to recommend approval to full board by S. Potter, seconded by J. Romagnoli, approved by all present

 - SANNY lease contract, motion to recommend for approval to full board by S. Potter, seconded by J. Romagnoli, approved by all present

 - KJM Consulting contract- Motion to recommend for approval to full board by S. Potter, seconded by J. Romagnoli, approved by all present.

 - International Boxing Hall of Fame Conveyance of Real Property- Ed Brophy has signed documents, IDA approval has been granted, project should be complete by spring 2016.

- IV. Adjourn- motion to adjourn at 3:23 pm by S. Potter, seconded by J. Romagnoli

**IDA Audit Committee Board Meeting Minutes
Madison County Center for Economic Development
March 17, 2016**

Members Present: J. Salka, S. Potter

Absent: *J. Romagnoli*

- I. Call to order by J. Salka at 2 p.m.

- II. Old business
Approval of minutes from January 28, 2016, motion for approval by J. Salka, seconded by S. Potter, approved by all present.

- III. New business
Review Draft Audit- presentation by Charlie Chambers- Mr. Chambers presented an overview of the 2015 IDA Draft Audit. Copies were provided for everyone, thorough discussion of the management letter and explanation of the audit followed. Mr. Chambers stated that he has a clean opinion of the draft audit and received great cooperation from IDA staff.

Motion to recommend approval of 2015 IDA draft audit to full board by S. Potter, seconded by J. Salka, approved by all present. K. Hicks will submit final numbers to PARIS.

- IV. Adjourn
Motion to adjourn by S. potter at 2:15 p.m.

IDA Governance Committee Board Meeting Minutes
Morrisville State College
March 17, 2016
Members: D. Rogers, R. Lura, E. Moran

- I. Call to order by Chairman Rogers at 2:16 p.m.
- II. Old business
Approval of minutes from November 16, 2015, motion for approval by R. Lura, seconded by E. Moran, approved by all present.
- III. New business
PARIS performance measurements
Operations and Accomplishments were presented and discussed. It was recommended to add the IDA's participation in assisting Center State CEO in obtaining the Upstate Revitalization Initiative funding to accomplishments. R. Lura recommended listing companies that the agency assisted in applying and receiving REDC monies. R. Bargabos recommended adding to goals for 2016 completing the process of DE federalizing the revolving loan fund money from Madison County. The board collectively recommended the addition of assisting 5-10 companies with CFA applications, and including the organization of the 2016 Economic Development Summit as goals for 2016. All goals for 2015 were met.

Motion to recommend acceptance of Operations and Accomplishments for 2015 and Goals for 2016 to the full board by R. Lura, seconded by E. Moran, approved by all present.
- IV. Adjourn
Motion to adjourn by E. Moran at 2:37, seconded by D. Rogers

IDA Governance Committee Board Meeting Minutes
Copper Turret, Morrisville
June 7, 2016
Members: D. Rogers, R. Lura, E. Moran

- I. Call to order by Chairman Rogers at 1:18 pm
- II. Old business
Approval of minutes from March 17, 2016, motion for approval by E. Moran, seconded by R. Lura, approved by all present.
- III. New business
New legislation requirements- policy changes discussion
IDA Application- G. Cregg has added more clarification and qualifying questions to the application. One minor correction was noted where the "Capital District" is referenced on page 13 section B. The Cost Benefit Analysis is also included, with some changes to the job creation section. R. Lura indicated a typo in section CB-1 and section 4-B. The new questions will assist agency staff in completing PARIS reporting.
- Motion to recommend approval to full IDA Board of new version of IDA application with changes noted by R. Lura, seconded by E. Moran, approved.
- Draft Recapture Policy- It was recommended by the committee to remove phrase "been advised that a number of other industrial development agencies have" in section H. Motion to recommend approval (with changes) to full IDA Board by R. Lura, seconded by E. Moran, approved.
- Uniform Project Benefits Agreement- This document has been newly created by G. Cregg per the new legislation. The questions will roughly mirror what is required for PARIS reporting. Motion to approve recommendation to full IDA Board by R. Lura, seconded by E. Moran, approved.
- Project Uniform Criteria- This is a newly created one page document describing the types of projects IDAs may consider, motion to approve recommendation to full IDA Board by R. Lura, seconded by E. Moran, approved.
- IV. Adjourn
Motion to adjourn by R. Lura, seconded by E. Moran at 1:46 pm.