AGENDA

Meeting of the TOH EDC Audit/Finance Committee (Dolores Thompson, Rob Ripp and Peggy Karayianakis) to review the Corporation’s Draft 2017 Financial Statements and Independent Auditors’ Report for the purpose of recommending its acceptance by the Board of Directors (this business will be tabled until draft financials and audit report are completed and available for review)

Meeting of the TOH EDC Governance Committee (Jim Kaden, Dolores Thompson, Ken Christensen, Thomas Glascock, and Christopher Birrer) to discuss instructions for completing Board Evaluations as required annually pursuant to the Public Authorities Accountability Act of 2005, as amended

1. Call meeting to order at 7:10 pm

2. Determine if Quorum present. No.

Directors present: Christopher Birrer, Jennifer Casey, Thomas Glascock, and Peggy Karayianakis.

Directors absent: Rob Ripp, Ken Christensen, and Jim Kaden, each being excused with his proxy given to Jennifer Casey; Lisa Hargrove; and Dee Thompson.

3. Organizational matters.
   c. Annual required review of Corporation’s Investment Policy, and, if acceptable, Resolution 3-19-2018-3 to approve its re-adoption.
d. Annual required review of the Corporation’s Statement of Procurement Policy & Procedures, and, if acceptable, Resolution 3-19-2018-4 to approve its re-adoption.

e. Annual required review of the Corporation’s Property Disposition Policy, and, if acceptable, Resolution 3-19-2018-5 to approve its re-adoption

f. Review of Corporation’s 2017 Operations & Accomplishments Report, and, if acceptable, Resolution 3-19-2018-6 to approve its adoption

g. Review Corporation’s 2017 Draft Financial Statements and Independent Auditors’ Report, and, if acceptable, Resolution 3-19-2018-7 to accept

h. Resolution 3-19-2018-8 to authorize and approve Peggy Karayianakis as Contracting Officer for the Corporation

i. Resolution 3-19-2018-9 to confirm to serve on Corporation’s Audit/Finance Committee

j. Resolution 3-19-2018-10 to confirm to serve on the Corporation’s Governance Committee

k. Resolution 3-19-2018-11 that the Executive Director be authorized, until the next combined Board of Directors/Member meeting, to take all such actions as necessary to comply with the Public Authorities Accountability Act of 2005, as amended

l. Circulate Acknowledgment of Fiduciary Duties and Responsibilities Statements for completion by the Directors, due to Executive Director at board members’ earliest convenience

m. Circulate Board Evaluations for completion by the Directors, due to Executive Director at board members’ earliest convenience

n. Circulate Annual Financial Disclosure statements for completion by the Directors, due to Executive Director at board members’ earliest convenience

o. Reminder that all of the Corporation’s Policies, Reports, Budget, Agendas, Minutes, Application for Financial Assistance and Committees are posted at the Town’s website

4. **Other Matters.** Discussed the new Opportunity Zone Program established by Congress in the Tax Cuts and Jobs Act of 2017, and materials prepared by Renaissance Downtowns concerning Huntington Station.

5. **Adjourn meeting., via Resolution 3-19-2018 (11)**
Resolution 3-19-2018-1

BE IT RESOLVED:

THAT THE TOWN OF HUNTINGTON LOCAL DEVELOPMENT CORPORATION HEREBY RATIFIES AND CONFIRMS THE FEBRUARY 26, 2018 MEETING MINUTES.

OFFERED BY: Thomas Glascock

SECONDED BY: Jennifer Casey

VOTED:

CHRISTOPHER BIRRER    Aye
JENNIFER CASEY         Aye
KEN CHRISTENSEN        Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK        Aye
LISA HARGROVE          Absent
JIM KADEN              Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS     Aye
ROB RIPP               Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON       Absent
Resolution 3-19-2018-2:

BE IT FURTHER RESOLVED:


OFFERED BY: Peggy Karayianakis

SECONDED BY: Jennifer Casey

VOTED:

CHRISTOPHER BIRRER     Aye
JENNIFER CASEY          Aye
KEN CHRISTENSEN         Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK         Aye
LISA HARGROVE           Absent
JIM KADEN               Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS      Aye
ROB RIPP                Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON        Absent
Resolution 3-19-2018-3

BE IT FURTHER RESOLVED:

THAT THE INVESTMENT POLICY IS HEREBY READOPTED AS THE INVESTMENT POLICY OF THE TOWN OF ECONOMIC LOCAL DEVELOPMENT CORPORATION, PURSUANT TO THE REQUIREMENTS OF THE PUBLIC AUTHORITIES ACCOUNTABILITY ACT OF 2005, AS AMENDED.

OFFERED BY: Jennifer Casey

SECONDED BY: Peggy Karayianakis

VOTED:

CHRISTOPHER BIRRER Aye
JENNIFER CASEY Aye
KEN CHRISTENSEN Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK Aye
LISA HARGROVE Absent
JIM KADEN Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS Aye
ROB RIPP Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON Absent
Resolution 3-19-2018-4

BE IT FURTHER RESOLVED:

THAT THE STATEMENT OF PROCUREMENT POLICY & PROCEDURES IS HEREBY READOPTED AS THE STATEMENT OF PROCUREMENT POLICY & PROCEDURES POLICY OF THE TOWN OF HUNTINGTON ECONOMIC DEVELOPMENT CORPORATION, PURSUANT TO THE REQUIREMENTS OF THE PUBLIC AUTHORITIES ACCOUNTABILITY ACT OF 2005, AS AMENDED.

OFFERED BY: Jennifer Casey

SECONDED BY: Peggy Karayianakis

VOTED:

CHRISTOPHER BIRRER Aye
JENNIFER CASEY Aye
KEN CHRISTENSEN Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK Aye
LISA HARGROVE Absent
JIM KADEN Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS Aye
ROB RIPP Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON Absent
Resolution 3-19-2018-5:

BE IT FURTHER RESOLVED:

THAT THE PROPERTY DISPOSITION POLICY IS HEREBY READOPTED AS THE
PROPERTY DISPOSITION POLICY OF THE TOWN OF HUNTINGTON ECONOMIC
DEVELOPMENT CORPORATION, PURSUANT TO THE REQUIREMENTS OF THE PUBLIC
AUTHORITIES ACCOUNTABILITY ACT OF 2005, AS AMENDED.

OFFERED BY:     Jennifer Casey

SECONDED BY:    Christopher Birrer

VOTED:

CHRISTOPHER BIRRER  Aye
JENNIFER CASEY     Aye
KEN CHRISTENSEN   Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK   Aye
LISA HARGROVE      Absent
JIM KADEN         Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS  Aye
ROB RIPP           Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON   Absent
Resolution 3-19-2018-6:

BE IT FURTHER RESOLVED:


OFFERED BY: Jennifer Casey

SECONDED BY: Christopher Birrer

VOTED:

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<tr>
<td>CHRISTOPHER BIRRER</td>
<td>Aye</td>
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<td>DOLORES THOMPSON</td>
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Resolution 3-19-2018-7:

BE IT FURTHER RESOLVED:

THAT THE FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS’ REPORT IS HEREBY AUTHORIZED, APPROVED AND ADOPTED AS THE 2017 FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS’ REPORT BY THE TOWN OF HUNTINGTON ECONOMIC DEVELOPMENT CORPORATION, PURSUANT TO THE REQUIREMENTS OF THE PUBLIC AUTHORITIES ACCOUNTABILITY ACT OF 2005, AS AMENDED.

OFFERED BY:    Christopher Birrer
SECONDED BY:  Jennifer Casey

VOTED:

CHRISTOPHER BIRRER    Aye
JENNIFER CASEY         Aye
KEN CHRISTENSEN        Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK        Aye
LISA HARGROVE          Absent
JIM KADEN              Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS     Aye
ROB RIPP               Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON       Absent
Resolution 3-19-2018-8

BE IT FURTHER RESOLVED:

THAT PEGGY KARAYIANAKIS BE, AND HEREBY IS, REAPPOINTED AS CONTRACTING OFFICER OF THE TOWN OF HUNTINGTON ECONOMIC DEVELOPMENT CORPORATION.

OFFERED BY: Jennifer Casey

SECONDED BY: Christopher Birrer

VOTED:

CHRISTOPHER BIRRER  Aye
JENNIFER CASEY       Aye
KEN CHRISTENSEN      Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK     Aye
LISA HARGROVE       Absent
JIM KADEN           Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS  Aye
ROB RIPP            Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON    Absent
Resolution 3-19-2018-9:

BE IT FURTHER RESOLVED:

THAT DOLORES THOMPSON, ROB RIPP AND PEGGY KARAYIANAKIS BE, AND HEREBY ARE, REAPPOINTED AS MEMBERS OF THE CORPORATION’S AUDIT/FINANCE COMMITTEE.

OFFERED BY: Jennifer Casey
SECONDED BY: Christopher Birrer

VOTED:

CHRISTOPHER BIRRER Aye
JENNIFER CASEY Aye
KEN CHRISTENSEN Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK Aye
LISA HARGROVE Absent
JIM KADEN Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS Aye
ROB RIPP Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON Absent
Resolution 3-19-2018-10:

BE IT FURTHER RESOLVED:

THAT JAMES KADEN, DOLORES THOMPSON, KENNETH CHRISTENSEN, THOMAS GLASCOCK, AND CHRISTOPHER BIRRER BE, AND HEREBY ARE, APPOINTED AND/OR REAPPOINTED AS MEMBERS OF THE CORPORATION’S GOVERNANCE COMMITTEE.

OFFERED BY: Jennifer Casey
SECONDED BY: Christopher Birrer

VOTED:

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Resolution 3-19-2018-11:

BE IT FURTHER RESOLVED:

THAT THE EXECUTIVE DIRECTOR BE AUTHORIZED, UNTIL THE NEXT COMBINED BOARD OF DIRECTORS/MEMBER MEETING, TO TAKE ALL SUCH ACTIONS AS SHALL BE NECESSARY TO COMPLY WITH THE PUBLIC AUTHORITIES ACCOUNTABILITY ACT OF 2005, AS AMENDED.

OFFERED BY: Christopher Birrer

SECONDED BY: Peggy Karayianakis

VOTED:

CHRISTOPHER BIRRER Aye
JENNIFER CASEY Aye
KEN CHRISTENSEN Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK Aye
LISA HARGROVE Absent
JIM KADEN Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS Aye
ROB RIPP Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON Absent
Resolution 3-19-2018-11:

BE IT FURTHER RESOLVED:

THAT THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE MEETING, THE SAME WAS ADJOURNED.

OFFERED BY: Jennifer Casey

SECONDED BY: Peggy Karayianakis

VOTED:

CHRISTOPHER BIRRER Aye
JENNIFER CASEY Aye
KEN CHRISTENSEN Aye, via proxy given to Jennifer Casey
THOMAS GLASCOCK Aye
LISA HARGROVE Absent
JIM KADEN Aye, via proxy given to Jennifer Casey
PEGGY KARAYIANAKIS Aye
ROB RIPP Aye, via proxy given to Jennifer Casey
DOLORES THOMPSON Absent

OUR NEXT MEETING WILL BE HELD ON MONDAY, APRIL 16, 2018

7PM AT HUNTINGTON TOWN HALL, ROOM 304