

**SENECA COUNTY
ECONOMIC DEVELOPMENT CORPORATION**

MEETING MINUTES

April 27, 2009
12:45 P.M.
Abigails Restaurant
Waterloo, New York

Attendance:

Members Present: Bruce Johnson and Thomas Kime

Members Absent: Kenneth Lee Patchen

Staff Present: Robert Aronson, Executive Director; Patricia Jones, Deputy Director; Monica Novack, Office Manager; Russ Gaenzle, Harris Beach

Others Attending: Thomas Zuber, Auditor

Call to Order:

Vice Chairman Johnson called the meeting to order at 12:42 p.m. A quorum of the Corporation's members was present.

Approval of Annual EDC Audit and Management Letter:

Vice Chairman Johnson advised the board that the EDC Audit for 2008 was reviewed and approved by the Audit Committee on April 27, 2009. Vice Chairman Johnson also noted that the Management Letter was also included and was also approved by the Audit Committee. Staff will prepare the Response to the Management Letter and the draft response will be provided to Board members prior to the July 2009 EDC meeting. After discussion, a motion was made by Mr. Kime to approve the EDC Audit for 2008 and the Management Letter for 2008. Seconded by Mr. Johnson. Motion carried. Mr. Patchen was absent

Approval of EDC Resolution No. 2009-5 / Appointment of Treasurer:

Vice Chairman Johnson presented Resolution No. 2009-5 appointing Thomas Kime as Treasurer of the EDC. After discussion, Bruce Johnson made a motion to appoint Thomas Kime as Treasurer of the EDC. Seconded by Thomas Kime. Motion carried. Mr. Patchen was absent.

Approval of Policies:

Vice Chairman Johnson advised the Board that the Procurement Policy; Investment Policy; By-Laws; Whistleblower Policy; Code of Ethics; Governance Committee Charter; Audit Committee Charter; Annual Financial Disclosure Form; Certification of No Conflict of Interest Form; and Property Disposition Policy were approved by the Governance Committee Board. Vice Chairman Johnson then presented to the board the following policies for adoption:

- Procurement Policy
- Investment Policy
- Property Disposition
- By-Laws
- Whistleblower Policy and Code of Ethics
- Governance Committee Charter and Audit Committee Charter
- Annual Financial Disclosure Form
- Certification of No Conflict of Interest Form


After discussion, a motion was made by Mr. Kime to approve the above policies. Seconded by Mr. Johnson. Motion carried. Mr. Patchen was absent.

Other Business: Grant W531: Pat Jones informed the Corporation that the EDC had received ESD notification of Member Item Grant W531 for Depot Redevelopment in the amount of \$752,000. After discussion, a motion was made by Thomas Kime accepting Grant W531 and authorizing the Executive Director to sign all grant documentation. Seconded by Mr. Johnson. Motion carried.

Adjournment:

A motion to adjourn the meeting was made by Thomas Kime and seconded by Bruce Johnson. Motion carried. The meeting adjourned at 12:53 p.m.

Respectfully submitted,


Robert J. Aronson
Executive Director

xc: Shawn Griffin, Harris Beach
Russell Gaenzle, Harris Beach
Kevin Overton, Harris Beach
Roberta Jordans, Harris Beach