

DATED: JANUARY 8, 2020

UCCRC

Ulster County Capital Resource Corporation
P. O. Box 4265, Kingston, NY 12402-4265

January 8, 2020 – 10:30 AM
SUNY Ulster – 94 Marys Avenue, Kingston, NY

AGENDA

1. Call to Order
2. Roll Call **(page 2)**
3. Mission Statement
4. Approval of the Minutes of the October 9, 2019 Regular Meeting **(page 3)**
5. Financials **(page 7)**
6. Chairman's Report
7. Executive Director's Report
8. Committee Reports
 - Audit
 - Finance
 - Governance
9. New Business
 - Organizational Chart **(page 9)**
 - Revision of Fee Schedule Guidelines
 - Organizational Resolutions
 - Election of Chairman **(page 10)**
 - Election of Balance of Officers **(page 14)**
 - Housekeeping Resolutions **(page 18)**
10. Public Comment (Agenda Items Only)
11. Adjournment

**REMINDER: The audio for this meeting is
being recorded and put up on our website:
Please turn off your cell phones and
remember to speak clearly.**

The mission of the Ulster County Capital Resource Corporation (UCCRC) is to promote community and economic development in Ulster County in ways that complement the work of the Ulster County, primarily through issuing and selling bonds for non-profit institutions.

Item 2.

Roll Call

	<u>Present</u>	<u>Absent</u>
Randall Leverette, Chairman	_____	_____
Faye Storms, Vice Chair/Assistant Treasurer	_____	_____
Richard O. Jones, Treasurer	_____	_____
Michael J. Ham, Secretary	_____	_____
Paul Andreassen, Assistant Secretary	_____	_____
James Malcolm, Member	_____	_____
Daniel Savona, Member	_____	_____

UCCRC

Ulster County Capital Resource Corporation

ULSTER COUNTY CAPITAL RESOURCE CORPORATION MINUTES October 9, 2019

A regular monthly meeting of the Ulster County Capital Resource Corporation was held on Wednesday, October 9, 2019, immediately following the monthly Board meeting of the Ulster County Industrial Development Agency, at SUNY Ulster, 94 Marys Avenue, Room 101, Kingston, NY.

Roll Call:

The following agency members were present:

Randall Leverette	Chair
Faye Storms	Vice Chair/Assistant Treasurer
Richard O. Jones	Treasurer/Assistant Secretary
Paul Andreassen	Assistant Secretary
James Malcolm	Member
Daniel Savona	Member

The following agency members were absent (with notice):

Michael Ham	Secretary
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UCIDA Attorneys and Bond Counsel:

A. Joseph Scott, III, Esq.	Agency Counsel
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Additional Attendees:

Rose Woodworth	Agency Staff
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The meeting was called to order at 10:40 A.M. by Chair Randall Leverette.

Rose Woodworth read the roll and noted that a quorum was present.

READING OF THE UCCRC MISSION STATEMENT

The mission of the Ulster County Capital Resource Corporation (UCCRC) is to promote community and economic development in Ulster County in ways that complement the work of the Ulster County, primarily through issuing and selling bonds for non-profit institutions.

MINUTES

Motion: Faye Storms, seconded by Richard Jones, moved to approve the minutes of the December 12, 2018 meeting. A copy of said minutes is on file.

Vote: The motion was unanimously adopted (6-0).

FINANCIALS

Executive Director Rose Woodworth reported that the only income was interest income for the month of September. As previously discussed in the earlier IDA meeting, the Agency would also like to invest UCCRC funds into CDs and will determine an amount once the budget is approved.

CHAIR'S REPORT

No report.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Rose Woodworth presented her Executive Director's Report. As part of her report, she reported on the following:

- A. Pattison, Koskey, Howe & Bucci, CPAs ("PKHB") – The Executive Director presented the first draft audit engagement letter from PKHB, a copy of which is on file. The Agency already signed a three-year contract with PKHB so this is just a formality as part of the audit engagement.
- B. Hudson Valley Film Commission – The Executive Director presented the 2018-2019 report for the Hudson Valley Film Commission. In the past, the Agency has given them money as part of Call for Projects.

COMMITTEE REPORTS

Audit Committee

Richard Jones, Chair of the Audit Committee, reported that the Audit Committee met on October 1, 2019 and recommends that the chair signs the engagement letter from Pattison, Koskey, Howe & Bucci,

CPAs (“PKHB”) for the 2019 Audit. This is the last year covered by the three year engagement so the Agency will send out a formal Request for Proposal in early 2020 for the audit engagement going forward.

Motion: Richard Jones, seconded by James Malcolm, moved to empower the Chair to sign the engagement letter for PKHB as presented.

Vote: The motion was unanimously adopted (6-0).

Finance Committee

Randall Leverette, Chair reported that the Committee met after the monthly Board meeting on September 11, 2019. The Committee recommends that the Board approves the five-year budget and fee for administrative services as previously approved in the IDA Board meeting.

Motion: James Malcolm, seconded by Richard Jones, moved to adopt the budget as presented during the Finance Committee meeting along with the additional Administrative Staff Fees from September to May with the provision that any additional funds that are allocated be documented with additional paperwork showing the hours above the budgeted 30-40 hours per month. In addition, the motion empowers the Chair to oversee the time spent by Administrative Staff and inform the Board if anything goes awry.

Vote: The motion was unanimously adopted (6-0).

Governance Committee

No report.

Hudson Valley Film Commission

Chair Leverette informed the Board that the Hudson Valley Film Commission (“HVFC”) was originally given funding from the UCCRC as a one-time deal, yet since the initial funding the HVFC has asked the Agency for additional funding multiple times. Their last request was for \$65,000 to use to hire an assistant, which would have been an inappropriate use of Agency funds as the Agency’s funds are specifically not to be used for administrative services. Chair Leverette reminded the Board that the Agency has turned down every other project that has requested money for Call for Projects. Also, the Agency does not currently have an application for Call for Projects because the program has been suspended because there is no money available. Chair Leverette stated that the mission of the HVFC does not further the mission of the IDA or UCCRC. Chair Leverette informed the board that the Office of Economic Development has a Film Commission which he believes would be more qualified to financially assist HVFC. Chair Leverette stated that in his experience, many jobs associated with film production are part of the production crew and are not filled by local citizens. Ms. Storms contended the Chair’s opinion and stated that the production of films in Ulster County has a residual effect, for example, production

crews require hotel rooms and catering services. Ms. Storms believes that the production of films locally promotes business and tourism in the Hudson Valley region. James Malcolm agreed that the filming in the area is good economically but believes that the IDA should slowly wean back the funding to the HVFC. Mr. Jones pointed out that the majority of the funding comes from Ulster County, but multiple counties benefit from the HVFC. Mr. Jones would prefer to see the funding split up equally. Randall Leverette questioned what type of service the HVFC specifically offers the UCCRC that the Agency could justify paying for. James Malcolm stated that it is not possible to quantify the economic benefit generated from the HVFC. Chair Leverette suggested setting up a meeting with the HVFC to discuss if it is possible for them to provide some type of service for the Agency so they could enter into a contract as an independent consultant instead of under Call for Projects. Ms. Woodworth asked if an application for Call for Projects has been submitted. Chair Leverette said that it was submitted in the past but not this year because the application was removed, and the program was suspended. Chair Leverette asked the Executive Director to call Orange, Dutchess, Sullivan, and Greene counties to find out how much money they have contributed to the HVFC.

ADJOURNMENT

Motion: James Malcolm, seconded by Richard Jones, moved to adjourn the meeting.

Vote: The motion was unanimously adopted.

The meeting was adjourned at 11:01 A.M.

Respectfully submitted,

Michael Ham, Secretary

Ulster County Capital Resource Corporation
Profit & Loss Budget vs. Actual
December & January through December 2019

	TOTAL				
	<u>Dec 19</u>	<u>Jan - Dec 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense					
Income					
4000 · Charges for Services					
4010 · Project Closing Fees	0.00	0.00	0.00	0.00	0.0%
4020 · Project Admin Fees (Pass-Thru)	0.00	0.00	1,000.00	-1,000.00	0.0%
4030 · Application Fees	0.00	0.00	1,000.00	-1,000.00	0.0%
Total 4000 · Charges for Services	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>-2,000.00</u>	<u>0.0%</u>
Total Income	0.00	0.00	2,000.00	-2,000.00	0.0%
Expense					
6000 · Professional Fees					
6010 · Administrative Staff Fees	3,162.50	3,162.50	4,000.00	-837.50	79.06%
6020 · Auditing Fees	0.00	4,050.00	4,050.00	0.00	100.0%
6030 · Website/Marketing	1,400.00	1,400.00	1,500.00	-100.00	93.33%
6090 · Contracts for Other Services	0.00	1,100.00	1,500.00	-400.00	73.33%
6000 · Professional Fees - Other	0.00	0.00	0.00	0.00	0.0%
Total 6000 · Professional Fees	<u>4,562.50</u>	<u>9,712.50</u>	<u>11,050.00</u>	<u>-1,337.50</u>	<u>87.9%</u>
6100 · Project Admin Fees (Pass-Thru)	0.00	0.00	1,000.00	-1,000.00	0.0%
6200 · Other Expenses					
6210 · Office Expense & Postage	14.00	14.00	100.00	-86.00	14.0%
6220 · Insurance	0.00	351.33	500.00	-148.67	70.27%
6230 · Travel/Meals	8.24	8.24	100.00	-91.76	8.24%
Total 6200 · Other Expenses	<u>22.24</u>	<u>373.57</u>	<u>700.00</u>	<u>-326.43</u>	<u>53.37%</u>
Total Expense	<u>4,584.74</u>	<u>10,086.07</u>	<u>12,750.00</u>	<u>-2,663.93</u>	<u>79.11%</u>
Net Ordinary Income	-4,584.74	-10,086.07	-10,750.00	663.93	93.82%
Other Income/Expense					
Other Income					
7010 · Interest Income	597.60	6,900.16	7,025.00	-124.84	98.22%
7900 · Net Asset Appropriation	3,185.91	3,185.91	3,725.00	-539.09	85.53%
Total Other Income	<u>3,783.51</u>	<u>10,086.07</u>	<u>10,750.00</u>	<u>-663.93</u>	<u>93.82%</u>
Net Other Income	3,783.51	10,086.07	10,750.00	-663.93	93.82%
Net Income	<u><u>-801.23</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

Ulster County Capital Resource Corporation

Statement of Financial Position

01/06/20

As of December 31, 2019

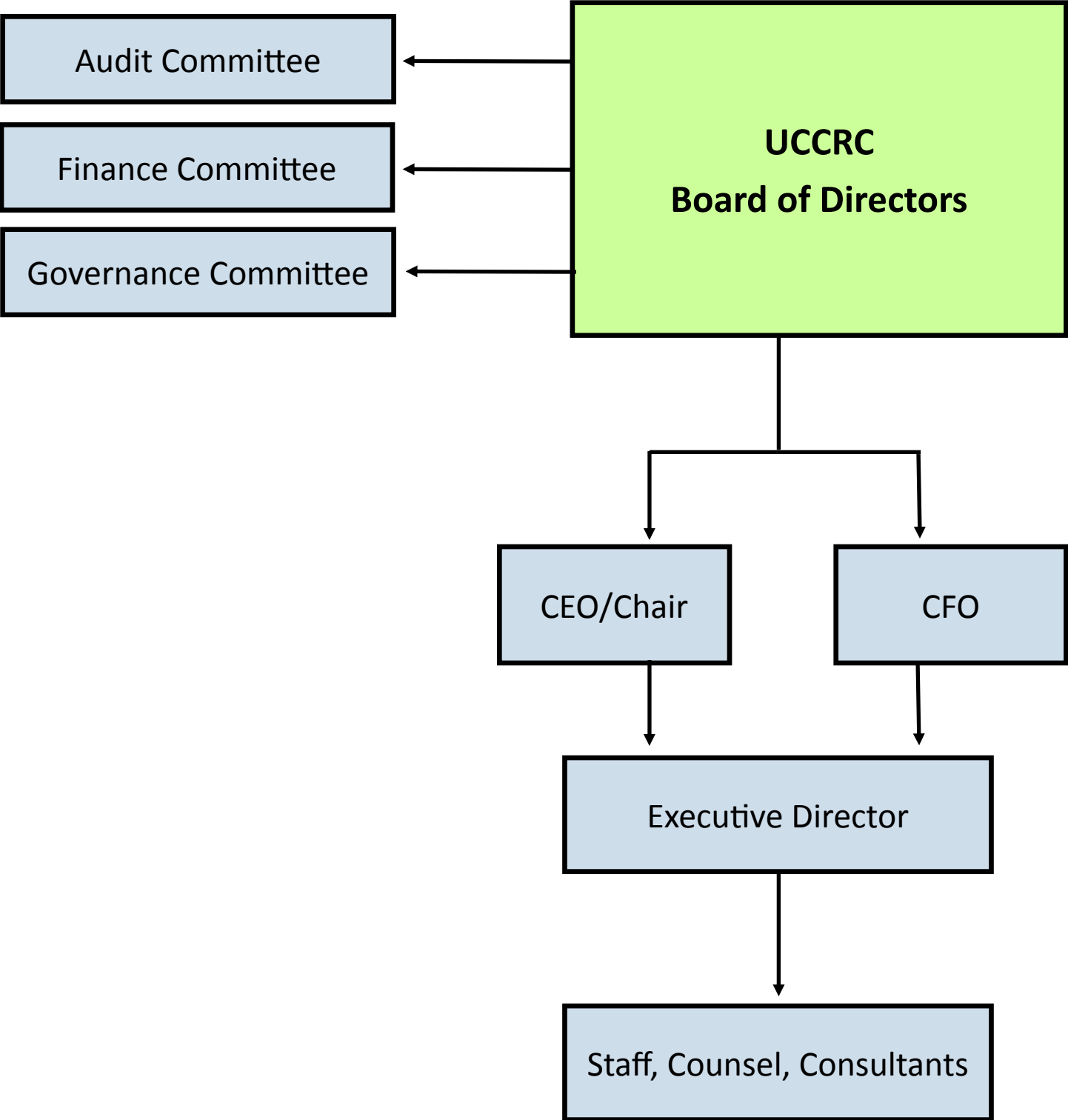
Accrual Basis

	<u>Dec 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Cash, Checking (BOGC)	51,174.29
1050 · Cash, Savings (BOGC)	342,692.60
1070 · CD (BOGC) 12 mo, Opened 5/10/19	126,408.18
1080 · CD (BOGC) 15 mo, Opened 5/10/19	126,523.06
Total Checking/Savings	<u>646,798.13</u>
Total Current Assets	<u>646,798.13</u>
TOTAL ASSETS	<u><u>646,798.13</u></u>
LIABILITIES & EQUITY	
Equity	
3000 · Net Assets	649,984.04
Net Income	<u>-3,185.91</u>
Total Equity	<u>646,798.13</u>
TOTAL LIABILITIES & EQUITY	<u><u>646,798.13</u></u>

Ulster County

CAPITAL RESOURCE CORPORATION

Organizational Chart



**ULSTER COUNTY CAPITAL RESOURCE CORPORATION
2020 ELECTION OF CHAIRMAN**

A regular meeting of Ulster County Capital Resource Corporation (the “Corporation”) was convened in public session in Room 101 of SUNY Ulster at Kingston located at 94 Marys Avenue in the City of Kingston, Ulster County, New York on January 8, 2020 at 9:00 a.m., local time.

The meeting was called to order by the Chair and, upon roll being called, the following members of the Corporation were:

PRESENT:

Randall Leverette	Chairman
Richard O. Jones	Treasurer and Assistant Secretary
Michael J. Ham	Secretary
Paul Andreassen	Assistant Secretary
James Malcolm	Member

ABSENT:

Faye Storms	Vice Chair and Assistant Treasurer
Daniel Savona	Member

STAFF PRESENT INCLUDED THE FOLLOWING:

Rose Woodworth	Executive Director
A. Joseph Scott, III, Esq.	Agency Counsel

The following resolution was offered by _____, seconded by _____, to wit:

Resolution No. 0120-

RESOLUTION APPROVING THE ELECTION OF THE CHAIRMAN OF THE CORPORATION.

WHEREAS, the Corporation is authorized and empowered by the provisions of Section 1411 of the New York State Not-For-Profit Corporation Law (the “NFPCL”) to take steps to relieve and reduce unemployment, promote and provide for additional and maximum employment, better and maintain job opportunities, instruct or train individuals to improve or develop their capabilities for such jobs, carry on scientific research for the purpose of aiding a community or geographical area by attracting new industry to the community or area or by encouraging the development of, or retention of, an industry in the community or area, lessening the burdens of government and acting in the public interest; and

WHEREAS, the NFPCL and the Corporation’s certificate of incorporation allow the Corporation to make certain appointments; and

WHEREAS, the members of the Corporation desire to elect the Chairman of the Corporation;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE ULSTER COUNTY CAPITAL RESOURCE CORPORATION, AS FOLLOWS:

Section 1. The Corporation hereby takes the following actions:

(A) Approves the election of the Chairman described in Schedule A attached hereto.

Section 2. The Corporation hereby authorizes the Chairman of the Corporation to take all steps necessary to implement the matters described in Schedule A attached.

Section 3. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Randall Leverette	VOTING	_____
Faye Storms	VOTING	_____
Richard O. Jones	VOTING	_____
Michael J. Ham	VOTING	_____
Paul Andreassen	VOTING	_____
James Malcolm	VOTING	_____
Daniel Savona	VOTING	_____

The foregoing Resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
) SS.:
COUNTY OF ULSTER)

I, the undersigned (Assistant) Secretary of Ulster County Capital Resource Corporation (the “Corporation”), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Corporation held on January 8, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Corporation had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the “Open Meetings Law”), said meeting was open to the general public, and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Corporation present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation this 8th day of January, 2020.

(Assistant) Secretary

(SEAL)

SCHEDULE A

Chairman of the Corporation	Randall Leverette, Chairman
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DRAFT

**ULSTER COUNTY CAPITAL RESOURCE CORPORATION
2020 ELECTION OF THE OFFICERS AND APPOINTMENT
OF COMMITTEES OF THE CORPORATION**

A regular meeting of Ulster County Capital Resource Corporation (the “Corporation”) was convened in public session in Room 101 of SUNY Ulster at Kingston located at 94 Marys Avenue in the City of Kingston, Ulster County, New York on January 8, 2020 at 9:00 a.m., local time.

The meeting was called to order by the Chair and, upon roll being called, the following members of the Corporation were:

PRESENT:

Randall Leverette	Chairman
Richard O. Jones	Treasurer and Assistant Secretary
Michael J. Ham	Secretary
Paul Andreassen	Assistant Secretary
James Malcolm	Member

ABSENT:

Faye Storms	Vice Chair and Assistant Treasurer
Daniel Savona	Member

STAFF PRESENT INCLUDED THE FOLLOWING:

Rose Woodworth	Executive Director
A. Joseph Scott, III, Esq.	Agency Counsel

The following resolution was offered by _____, seconded by _____, to wit:

Resolution No. 0120-

**RESOLUTION APPROVING THE ELECTION OF OFFICERS AND APPOINTMENT
OF COMMITTEES OF THE CORPORATION.**

WHEREAS, the Corporation is authorized and empowered by the provisions of Section 1411 of the New York State Not-For-Profit Corporation Law (the “NFPCL”) to take steps to relieve and reduce unemployment, promote and provide for additional and maximum employment, better and maintain job opportunities, instruct or train individuals to improve or develop their capabilities for such jobs, carry on scientific research for the purpose of aiding a community or geographical area by attracting new industry to the community or area or by encouraging the development of, or retention of, an industry in the community or area, lessening the burdens of government and acting in the public interest; and

WHEREAS, the NFPCL and the Corporation’s certificate of incorporation allow the Corporation to make certain appointments; and

WHEREAS, the members of the Corporation desire to elect the officers of the Corporation;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE ULSTER COUNTY CAPITAL RESOURCE CORPORATION, AS FOLLOWS:

Section 1. The Corporation hereby takes the following actions:

(A) Approves the election of the officers and the appointment of the Committees described in Schedule A attached hereto.

Section 2. The Corporation hereby authorizes the Chairman of the Corporation to take all steps necessary to implement the matters described in Schedule A attached.

Section 3. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Randall Leverette	VOTING	_____
Faye Storms	VOTING	_____
Richard O. Jones	VOTING	_____
Michael J. Ham	VOTING	_____
Paul Andreassen	VOTING	_____
James Malcolm	VOTING	_____
Daniel Savona	VOTING	_____

The foregoing Resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
) SS.:
COUNTY OF ULSTER)

I, the undersigned (Assistant) Secretary of Ulster County Capital Resource Corporation (the “Corporation”), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Corporation held on January 8, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Corporation had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the “Open Meetings Law”), said meeting was open to the general public, and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Corporation present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation this 8th day of January, 2020.

(Assistant) Secretary

(SEAL)

SCHEDULE A

<p>Officers of the Corporation</p>	<p>Faye Storms, Vice Chair</p> <p>Michael J. Ham, Secretary</p> <p>Paul Andreassen, Assistant Secretary</p> <p>James Malcolm, Assistant Secretary</p> <p>Richard O. Jones, Treasurer</p> <p>Faye Storms, Assistant Treasurer</p>
<p>Governance Committee Members</p>	<p>Paul Andreassen, Chairman</p> <p>Michael J. Ham</p> <p>Richard O. Jones</p> <p>Randall Leverette</p> <p>Daniel Savona</p>
<p>Audit Committee Members</p>	<p>Richard O. Jones, Chairman</p> <p>James Malcolm</p> <p>Faye Storms</p>
<p>Finance Committee Members</p>	<p>Randall Leverette, Chairman</p> <p>Paul Andreassen</p> <p>Michael J. Ham</p> <p>Richard O. Jones</p> <p>James Malcolm</p> <p>Daniel Savona</p> <p>Faye Storms</p>

**ULSTER COUNTY CAPITAL RESOURCE CORPORATION
ANNUAL HOUSEKEEPING RESOLUTION 2020**

A regular meeting of Ulster County Capital Resource Corporation (the “Corporation”) was convened in public session in Room 210 of SUNY Ulster at Kingston located at 94 Marys Avenue in the City of Kingston, Ulster County, New York on January 8, 2020 at 9:00 a.m., local time.

The meeting was called to order by the Chair and, upon roll being called, the following members of the Corporation were:

PRESENT:

Randall Leverette	Chairman
Richard O. Jones	Treasurer and Assistant Secretary
Michael J. Ham	Secretary
Paul Andreassen	Assistant Secretary
James Malcolm	Member

ABSENT:

Faye Storms	Vice Chair and Assistant Treasurer
Daniel Savona	Member

STAFF PRESENT INCLUDED THE FOLLOWING:

Rose Woodworth	Executive Director
A. Joseph Scott, III, Esq.	Agency Counsel

The following resolution was offered by _____, seconded by _____, to wit:

Resolution No. 0120-

RESOLUTION APPROVING CERTAIN ADMINISTRATIVE MATTERS OF THE CORPORATION.

WHEREAS, the Corporation is authorized and empowered by the provisions of Section 1411 of the New York State Not-For-Profit Corporation Law (the “NFPCL”) to take steps to relieve and reduce unemployment, promote and provide for additional and maximum employment, better and maintain job opportunities, instruct or train individuals to improve or develop their capabilities for such jobs, carry on scientific research for the purpose of aiding a community or geographical area by attracting new industry to the community or area or by encouraging the development of, or retention of, an industry in the community or area, lessening the burdens of government and acting in the public interest; and

WHEREAS, the NFPCL and the Corporation’s certificate of incorporation allow the Corporation to approve certain administrative matters; and

WHEREAS, the members of the Corporation desire to approve certain administrative matters;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE ULSTER COUNTY CAPITAL RESOURCE CORPORATION, AS FOLLOWS:

Section 1. The Corporation hereby takes the following actions:

(A) Approves and confirms the policies described in Schedule A and contained in the Corporation's Policy Manual.

(B) Approves that this meeting shall constitute the annual meeting of the Corporation as provided in the By-Laws of the Corporation.

Section 2. The Corporation hereby authorizes the Chairman to take all steps necessary to implement the matters described in Schedule A attached.

Section 3. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Randall Leverette	VOTING	_____
Faye Storms	VOTING	_____
Richard O. Jones	VOTING	_____
Michael J. Ham	VOTING	_____
Paul Andreassen	VOTING	_____
James Malcolm	VOTING	_____
Daniel Savona	VOTING	_____

The foregoing Resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
) SS.:
COUNTY OF ULSTER)

I, the undersigned (Assistant) Secretary of Ulster County Capital Resource Corporation (the “Corporation”), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Corporation held on January 8, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Corporation had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the “Open Meetings Law”), said meeting was open to the general public, and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Corporation present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation this 8th day of January, 2020.

(Assistant) Secretary

(SEAL)

SCHEDULE A

Confirmation of Regular Corporation Meeting Schedule	9:00 a.m. the second Wednesday of each month (following the UCIDA Meeting)
Appointment of Chief Executive Officer	Randall Leverette, Chairman
Appointment of Chief Financial Officer to the Corporation	[open]
Staff of the Corporation	Christopher J. O'Connor, CPA, P.C.
Appointment of Accounting Firm of the Corporation	Pattison, Koskey, Howe & Bucci CPAs PC
Appointment of Agency Counsel	Hodgson Russ LLP
Appointment of Bond Counsel to the Corporation	Hodgson Russ LLP
Appointment of Bank of the Corporation and Accounts	Bank of Greene County
Approval and Confirmation of Corporation Policies	Mission Statement and Performance Measurements Code of Ethics Compensation Policy Defense and Indemnification Policy Enforcement of Corporation Projects Policy Fee Schedule Policy Housing Projects Policy Investment and Deposit Policy Local Construction Labor Policy No Extension of Credit Policy PILOT Points Calculator Policy Respecting Uniform Criteria for the Evaluation of Projects Procurement Policy Property Disposition Policy Travel Policy and Discretionary Funds Policy Uniform Tax Exemption Policy Uniform Tax Policy Matrix Whistleblower Policy
Appointment of Contract Officer	Randall Leverette, Chairman
Appointment of Investment Officer	Randall Leverette, Chairman
Appointment of FOIL Officer	Hodgson Russ LLP