

**COUNTIES OF WARREN AND WASHINGTON  
CIVIC DEVELOPMENT CORPORATION**

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The **Annual Meeting** of the Counties of Warren and Washington Civic Development Corporation was held on Tuesday, **February 17, 2015** at the Warren County Municipal Center in Lake George, New York. The following were:

**PRESENT:** Harold Taylor  
Bruce Ferguson  
Joseph LaFiura  
Lou Tessier  
John Millett, Sr.  
Dave O'Brien  
Jim Lindsay  
John W. Weber

**ABSENT:** John Kvocka

***The following were also present:***

Kara Lais, Attorney	FitzGerald Morris Baker Firth PC
Travis Whitehead	Area Resident
Deborah Mineconzo	Office Administrator

The minutes of the meeting were taken by the Office Administrator. The meeting was called to order at 4:12 pm by Mr. Taylor and turned over to Ms. Lais.

**Election of Agency Officers:**

Ms. Lais presented the nominations for the officer positions as offered by the Nominating Committee in January. The Committee nominated the same officers for the 2015 year; Bud Taylor, Chairman, Bruce Ferguson as Vice Chairman and Joe LaFiura as Secretary/Treasurer. Mr. Lindsay moved to accept the slate of officers for re-election with Mr. Tessier seconding. The nominees were approved for office unanimously by the Board by voice vote.

Re-elected Chairman, Bud Taylor, continued the meeting.

**At Large Member, Contracting Officer and CFO/CEO:**

As Chairman, Mr. Taylor appointed IDA positions as follows:

- John Millett, Sr. - at-large Member
- Bruce Ferguson – Contracting Officer
- Rob Lynch – CFO/CEO

**Committee Appointments:**

Mr. Taylor announced the Committee appointments as follows:

Audit & Finance Committee: Joe LaFiura as Chairman along with Lou Tessier and John Weber. Mr. Taylor stated the CDC Executive Committee Members would continue to also serve as the Governance and Nominating Committee Members.

**Adoption/Ratification of Appointments:**

Mr. Lindsay moved to accept the following appointments again this year with Mr. Millett seconding. All three appointments were unanimously approved by the Board Members again this year:

- FitzGerald Morris Baker Firth PC as Corporate Counsel
- The Post Star as the Corporation’s official newspaper
- Glens Falls National Bank as the official depository for the Corporation

**PAAA Matters:**

Mr. Taylor advised the Board the CDC Executive Committee (serving also as the Governance Committee) made no changes to the current Procurement or Investment Policies at their recent February 10<sup>th</sup> meeting. Mr. Taylor stated we’d be voting on ratifying the policies stated a - o on the agenda as below:

- a) Investment Policy
- b) Procurement Policy
- c) Disposition of Real Property Guidelines
- d) Mission Statement
- e) Performance measurements
- f) Code of Ethics
- g) Compensation, Reimbursement and Attendance Policy
- h) Defense and Indemnification Policy
- i) FOIL Policy
- j) Sexual Harassment Policy
- k) Travel Policy
- l) Whistleblower Policy
- m) Organizational Chart
- n) Statement regarding Lobbying
- o) Discretionary Funds Policy

Mr. LaFiura moved to ratify all the policies (a-o) with no changes. Mr. Lindsay seconded the motion and all voted in favor by voice vote.

**Adjournment:** There being no further business, Mr. LaFiura moved to adjourn the CDC’s Annual Meeting and Mr. O’Brien seconded. Mr. Taylor adjourned the meeting at 4:17 pm.

**Dated:** \_\_\_\_\_

\_\_\_\_\_  
**Joseph LaFiura, Secretary/Treasurer**