

CITY OF NEWBURGH

**INDUSTRIAL DEVELOPMENT AGENCY**

**83 Broadway, Newburgh, NY 12550**

**(T) 845-569-9400 [ida@cityofnewburgh-ny.gov](mailto:ida@cityofnewburgh-ny.gov) (F) 845-569-9700**

**Board Members**

Joshua Smith, Chair  
Richard Bedrosian, Vice Chair  
Michael Curry, Treasurer  
John Penney, Secretary  
Spencer Gulliver  
Jerry Maldonado  
Sean O'Shea

**Chief Executive Officer**

Theresa Waivada

**Staff**

Craig Skelly,  
Chief Financial Officer  
C.K. Boyle,  
Recording Secretary

**Counsel**

Thomas Whyatt, Esq.

**AGENDA for ANNUAL BOARD MEETING**

**MONDAY, December 19, 2011**

**7:00P.M.**

1. Roll Call
2. Proof of Notice of Meeting
3. Approval of November 19 Minutes
4. Request for Bills and Communications & Treasurer's Report
5. Report from the Chair
6. Report from Chief Executive Officer
7. Reports of Committees
  - Audit – Michael Curry, Chair
    - 2009 Audit – status
    - 2010 Audit Status
    - Contract for Auditors for 2011-2012
  - Governance – Jerry Maldonado
    - Draft changes are under review and will be distributed to the Board for action by the Agency in January following the committee's recommendation.
8. Old Business
  - BOA Status Update – Mr. McDougall
  - Scobie Drive Access Agreement Update - Counsel
  - Cell Tower – Counsel will report on title search
  - Property Insurance
    - Resolution authorizing the Chief Executive Office to secure liability insurance on the Agency property (including its office premises, furniture and equipment) at a cost to not exceed \$2,500
    - West Street Parking Lot. Resolution authorizing the Chief Executive Officer to procure services to remove abandoned vehicles and trash from all of the properties owned by the Agency at a cost to not exceed \$1,500 in 2012.

**9. New Business**

- Election of Officers for 2012 – Report of Nominating Committee for Officers, Governance Committee and Audit/Finance Committee
- Resolution adopting the Agency's Procurement Policy, Investment Policy and Property Disposition Policy. And reaffirming the Agency's
- Resolution restating Whistleblower Policy and Code of Ethics
- Resolution approving contracts for the Agency's part time Chief Executive Officer, Chief Financial Officer and Recording Secretary.

**10. Adjournment**

Following the meeting, the Audit/Finance Committee and Governance Committee will each meet to select their respective Chairs.

Next Monthly Meeting Scheduled for January 16, 2012