

The minutes of the monthly meeting of the Village of Green Island Industrial Development Agency meeting held on Wednesday, December 15, 2010 at 3:03 p.m. at the Green Island Municipal Center, 19 George Street, Green Island, New York.

Chairperson Rachel A. Perfetti called the meeting to order.

Chairperson Perfetti, Secretary Lansing, Treasurer Alix and Attorney Legnard.

Also, in attendance: Sean E. Ward, Chief Executive Officer and John J. McNulty, III, Chief Financial Officer, John J. Brown, IDA Director of Community Development and Tina M. Burns, Personnel Assistant.

All present.

Chairperson Perfetti stated that the next item on our agenda is consideration of the minutes from October 20, 2010.

On a motion by Treasurer Alix seconded by Secretary Lansing and carried, to approve the minutes of the October 20, 2010 meeting of the Village of Green Island Industrial Development Agency. All ayes.

Chairperson Perfetti then asked for a motion on the monthly financial reports as submitted by the Chief Financial Officer for October and November 2010.

John J. McNulty, III, Chief Financial Officer gave a brief overview of the monthly report and provided comments.

On a motion by Secretary Lansing seconded by Treasurer Alix and carried, to accept the monthly financial reports for October and November 2010 as submitted by the Chief Financial Officer. All ayes.

No further business.

On a motion by Treasurer Alix seconded by Secretary Lansing and carried, to adjourn the meeting at 3:06 p.m. All ayes.

The minutes of the annual meeting of the Audit Committee of the Village of Green Island Industrial Development Agency held on Wednesday, December 15, 2010 at 3:07 p.m. at the Green Island Municipal Center, 19 George Street, Green Island.

Chairperson Alix called the meeting to order.

Chairperson Alix, Member Perfetti and Member Lansing.

Also, in attendance: IDA Attorney Joseph F. Legnard, Sean E. Ward, IDA Chief Executive Officer; John J. McNulty, III, IDA Chief Financial Officer; John J. Brown, IDA Director of Community Development and Tina M. Burns, Personnel Assistant.

All present.

Chairperson Alix asked for an update on Financial Reports from John J. McNulty III, IDA Chief Financial Officer.

John J. McNulty III stated that it is the same as presented at the regular meeting everything is on target with the budget.

Chairperson Alix asked if there was any other business to come before the Committee.

There was no further business to come before the Committee.

Chairperson Alix asked for a motion to adjourn.

On a motion by Member Perfetti seconded by Member Lansing and carried, to adjourn the meeting at 3:09 p.m. All ayes.

The minutes of the annual meeting of the Governance Committee of the Village of Green Island Industrial Development Agency held on Wednesday, December 15, 2010 at 3:10 p.m. at the Green Island Municipal Center, 19 George Street, Green Island.

Chairperson Lansing called the meeting to order.

Chairperson Lansing, Member Perfetti and Member Alix.

Also, in attendance: IDA Attorney Joseph F. Legnard; Sean E. Ward, IDA Chief Executive Officer; John J. McNulty, III, IDA Chief Financial Officer; John J. Brown, IDA Director of Community Development and Tina M. Burns, Personnel Assistant.

All present.

Chairperson Lansing announced there would be an update regarding training requirements and Sean Ward will give further details.

Sean Ward stated that in the last page of the package he has included a synopsis of the training and filings since the Public Authorities Accountability Act was put into place in 2006. Once again, he would like to state that every member of the IDA, every officer of the IDA and every staff member of the IDA have the completed the Public Authority Accountability Training from 2006 through 2010.

Sean Ward stated that as far as the Ethics Filings with the Albany County Ethics Commission, every staff member and officer has filed with the Ethics Commission on May 10, 2010.

Chairperson Lansing stated that if there aren't any further questions, could we have an update on Policies and Procedures for the Governance Committee.

Sean Ward stated that all of our policies and procedures as required by the Public Authorities Accountability Act are in place and most of them have been in place for several years since 2007. Two new requirements in the amendment or the new amendment or Act that was put into place in 2009 were a website requirement and the IDA is presently working with a developer of a website at this moment, we met this morning and we are probably a month or two from going to the public with it. The website is up and we do have some information on it but it is password protected. The directors are also required to undergo a performance evaluation of the Agency and we will be providing further information within the month. All other policies and procedures are in place as they are required.

Chairperson Lansing asked if there was any other business to go before the Committee.

There was no further business to come before the Committee.

Chairperson Lansing asked for a motion to adjourn.

On a motion by Member Alix seconded by Member Perfetti and carried, to adjourn the meeting at 3:13 p.m. All ayes.

The minutes of the Annual Meeting of the Village of Green Island Industrial Development Agency held on Wednesday, December 15, 2010 at 3:14 p.m. at the Green Island Municipal Center, 19 George Street, Green Island.

Rachel A. Perfetti, Member asked for a motion from the Members to appoint a temporary Chairperson to start the meeting.

On a motion by Member Lansing to appoint Rachel A. Perfetti as temporary Chairperson, seconded by Member Alix and carried. All ayes.

Temporary Chairperson Rachel Perfetti called the meeting to order.

Present: Temporary Chairperson Perfetti, Member Lansing, Member Alix and Attorney Joseph F. Legnard.

Also, in attendance: Sean E. Ward, IDA Chief Executive Officer; John J. McNulty, III, IDA Chief Financial Officer; John J. Brown, IDA Director of Community Development and Tina M. Burns, Personnel Assistant.

Temporary Chairperson Perfetti stated that the next order of business is the election of officers.

On a motion by Member Alix seconded by Member Lansing and carried, to approve the election of officers as read:

Chairperson – Rachel A. Perfetti
Secretary – Carol A. Lansing
Treasurer – Maggie A. Alix

Attorney Legnard pointed out that the minutes reflect each member abstains from the election of themselves to their respective positions.

Chairperson Perfetti stated that the next order of business is appointments.

On a motion by Treasurer Alix seconded by Secretary Lansing and carried, to approve the following appointments:

Governance Committee: Carol A. Lansing, Chair
Maggie A. Alix, Member
Rachel A. Perfetti, Member

On a motion by Secretary Lansing seconded by Treasurer Alix and carried, to approve the following appointments:

Audit Committee: Maggie A. Alix, Chair
Rachel A. Perfetti, Member
Carol A. Lansing, Member

On a motion by Treasurer Alix seconded by Secretary Lansing and carried, to make the following appointments: (NOTE: Secretary Lansing abstains from the position of Personnel Assistant – Tina M. Burns and the second on that motion will be Chairperson Perfetti and each member abstains with respect to their own appointments to the various committees.

Chief Executive Officer – Sean E. Ward
Recording Secretary – Anne M. Strizzi
Chief Financial Officer – John J. McNulty III
Director of Community Development – John J. Brown
Personnel Assistant – Tina M. Burns
Counsel – Joseph F. Legnard
Special Counsel – Terence J. Burke and A. Joseph Scott

Chairperson Perfetti stated that the next order of business is designation of official depositories for IDA funds.

On a motion by Secretary Lansing seconded by Treasurer Alix and carried, to designate the following depositories for IDA funds:

Pioneer Commercial Bank
Bank of America
First Niagara Financial Group, Inc.
Bank of New York Mellon
M & T Bank

Chairperson Perfetti stated that the next item is setting the official reimbursement rate while on official business. Chairperson Perfetti recommends that the mileage rate be set at \$.51 per mile, which is the IRS rate for mileage.

On a motion by Treasurer Alix seconded by Secretary Lansing and carried, to set the official reimbursement rate while on official business at \$.51 per mile. All ayes.

Chairperson Perfetti stated that the next order of business is the designation of the official newspaper.

On a motion by Secretary Lansing seconded by Treasurer Alix and carried, to designate The Record Newspaper of Troy, NY as the official newspaper. All ayes.

Chairperson Perfetti stated the next item is setting a time, date and place for the regular Green Island Industrial Development Agency meetings.

On a motion by Treasurer Alix seconded by Secretary Lansing and carried, to set the 3rd Wednesday of each month at 3:00 p.m. at the Green Island Municipal Center, 19 George Street, Green Island. All ayes.

No further business.

On a motion by Treasurer Alix seconded by Secretary Lansing and carried, to adjourn the meeting at 3:18 p.m. All ayes.

The next monthly meeting will be held on Wednesday, January 19th, 2011.