

**AGENDA**  
**EMERALD CORPORATE CENTER**  
**ECONOMIC DEVELOPMENT CORPORATION**  
**BOARD MEETING**

**July 9, 2019 – 8:00 A.M.**

**Sullivan County Government Center – Division of Planning Conference Room**

**I. Call to Order**

**II. Approval of Minutes**

**III. Financials**

- Payments for Approval
  - Bills Paid
    - Dennis Dietrich (April 2019) \$ 4,744.29
    - Verizon (May 2019) \$ 49.95
    - NYSEG (May 2019) \$ 401.16
    - Town of Thompson \$ 246.66
    - Gitlin & Associates, LLP \$ 4,500.00
    - Dennis Dietrich (May 2019) \$ 2,166.66
    - Verizon (June 2019) \$ 50.27
    - NYSEG (June 2019) \$ 317.26
    - Wechsler Pool & Supply Co. \$ 30.26
    - Mike Preis, Inc. (ECC Liability) \$ 5,388.50
  - Bills to be Paid
    - Dennis Dietrich (June 2019) \$ 4,744.29
    - OCL Analytical Services LLC \$ 60.00

**IV. New Board Member**

**V. Committee Meetings**

- Audit Committee Report from March 28
  - The committee discussed the upcoming audit, performed annually by Ed Musa from Gitlin. The group agreed that the rate was likely fair, although the product was usually after the PARIS reporting deadline. The committee resolved to send an RFP out in the summer for due diligence in pricing and to look into the requirements for a minimum audit, which may be faster and more cost effective.
- Governance Committee Report from March 28
  - The committee discussed the implementing an attendance policy for full board meetings. The group decided that if a member misses 3 consecutive meetings without a valid excuse, the member would be removed from the board, and decided that the call-in number for the meetings should be sent out with meeting notices. Calling in to the meeting would be acceptable and not be considered an absence.

**VI. Corporate Park Property**

- Keystone Update- Renderings

**VII. Water Company**

- Town of Thompson Draft Water Agreement Revisions
- Attorney

**VIII. Apollo Phase II: CFA**

**IX. Conclusions and Next Steps**

**The next meeting will be September 10, 2019 at 8 AM in the Planning Office.**

**EMERALD CORPORATE CENTER  
ECONOMIC DEVELOPMENT CORPORATION**

**RESOLUTION No. 1 of 2019**

**RESOLUTION AMENDING THE BYLAWS FOR EMERALD CORPORATE CENTER  
ECONOMIC DEVELOPMENT BOARD TO INCLUDE AN ATTENDANCE POLICY**

**WHEREAS**, Board members have determined a need for an attendance policy for the board; and

**WHEREAS**, the Governance Committee has met to determine reasonable standards for all board member attendance presented to the full board; and

**WHEREAS**, the Board has agreed that the following will constitute the attendance policy: “Board members absent from three (3) consecutive Board meetings without prior notice given at least 2 business days before a meeting or a valid medical or family emergency will be asked to step down from the Board. Calling in to a meeting does not constitute an absence.”

**NOW, THEREFORE, BE IT RESOLVED** that the Board adds this section to the Emerald Corporate Center Economic Development Corporation By-laws.

Motion made by:

Motion seconded by:

Roll Call:

1. Freda Eisenberg
2. Gerald Skoda
3. Alan Sorensen
4. Marc Baez
5. Joshua Potosek
6. Luis Alvarez
7. Joe Perrello
8. Jay Weinstein

Dated: Monticello, New York  
July 9, 2016