

**MEETING MINUTES
EMERALD CORPORATE CENTER
ECONOMIC DEVELOPMENT CORPORATION
BOARD GOVERNANCE COMMITTEE MEETING**

March 28, 2019 – 8:00 AM

Sullivan County Government Center – Division of Planning Conference Room

Committee Members Present

Freda Eisenberg

Gerald Skoda

Jay Weinstein

Committee Members Not Present

Luis Alvarez

Others Present

Kassondra O'Brien-Ambrosi

I. Call to Order

Freda Eisenberg called the meeting to order at 8:04 AM.

II. Discussion

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.

The committee 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.

Members discussed dissolution of the Emerald Corporate Center Board and agreed that language should be created that determines at what point the board will cease activities. This could occur when the Corporate Park property is sold, or if no other properties are given to ECC by the County. They agreed that this discussion should continue when the board feels closer to a change in activity.

III. Adjournment

On a motion made by Eisenberg, seconded by Skoda, the meeting was adjourned at 8:28 AM.

**MEETING MINUTES
EMERALD CORPORATE CENTER
ECONOMIC DEVELOPMENT CORPORATION
BOARD AUDIT COMMITTEE MEETING**

March 28, 2019 – 8:30 AM

Sullivan County Government Center – Division of Planning Conference Room

Committee Members Present

Freda Eisenberg

Gerald Skoda

Jay Weinstein

Others Present

Kassondra O'Brien-Ambrosi

I. Call to Order

Freda Eisenberg called the meeting to order at 8:29 AM.

II. Discussion

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.

The committee decided to look into the requirements for a minimum audit, which may be faster and more cost effective.

III. Adjournment

On a motion made by Eisenberg, seconded by Skoda, the meeting was adjourned at 8:36 AM.