



**Annual Meeting  
Monday, September 9, 2019  
12:00 p.m.**

**Agenda**

**Call to Order:** (Trent Trahan)

**Roll Call:**

**Reading of the Notice of the Meeting:** (Published in the *Press Republican* on December 22, 2018.)

**Presentation:** Richard Chun and Ryan Creel, Delaware River Solar – NY Plattsburgh I, LLC

**Reading and Consideration of the Draft Meeting Minutes for:** August 12, 2019 Regular Meeting

**Public Comment:**

**Reports**

1. **Treasurer's Report:** (K. Defayette)  
**Action Item:** Approve Treasurer's Report

**Old Business**

1. Annual Review and Approval of Policies (R. McFarlin)
  - Access to Agency Records (FOIA) Policy
  - Assessment of Internal Controls Policy
  - Bylaws
  - Code of Ethics
  - Compensation Policy
  - Defense and Indemnification of Board Members Policy
  - Discretionary Funds Policy
  - Eligible Projects Policy
  - Fee Policy
  - Investment Policy
  - Lease Policy
  - Loan and Credit Policy (Prohibiting Extension of Credit to Board Members/Staff)
  - Local Labor Policy
  - Open Meetings Policy
  - Organizational Chart



- Procurement Policy
  - Real Property Acquisition Policy
  - Real Property Disposition Policy
  - Recapture Policy
  - Retaliatory Action (Whistleblower Protection) Policy
  - Time and Attendance Policy
  - Travel Policy
  - Uniform Tax Exemption Policy (UTEP)
2. Board Evaluations/Conflicts of Interest Statements
  3. Trustworthy, LLC  
**Action Items:**
    - Approve SEQR Resolution #09-19-01
    - Approve Approving Resolution #09-19-02
  4. Delaware River Solar  
**Action Items:**
    - Approve Public Hearing Resolution #09-19-03
    - Approve Confirming SEQR Determination Resolution #09-19-04
  5. Prime Plattsburgh, LLC
    - PILOT Deviation Update
  6. New Legislation Requiring the Livestreaming of IDA Meetings and Public Hearings
  7. Other Business as Required

**Appointment of Chair Pro-tem**

(T. Trahan)

**Election of Officers and Staff:**

(Chair Pro-tem)

Slate of Officers and Staff:

Trent Trahan – Chairperson  
David Hoover – Vice Chairperson  
Michael Zurlo – Secretary  
Kim Murray – Assistant Secretary  
Keith Defayette – Treasurer  
George W. Cregg, Jr. Esq. – Special Counsel  
Christopher C. Canada, Esq. – Special Counsel  
Renee McFarlin – Executive Director

**Turn Meeting Over to Newly Elected Chair**

(Chair Pro-tem)



**Committee Appointments:**

(T. Trahan)

**Audit Committee:**

Keith Defayette - Chairperson  
Mark Leta – Vice Chairperson  
Trent Trahan - Member  
Dave Hoover- Member  
John VanNatten – Member

**Finance Committee:**

Keith Defayette - Chairperson  
Kim Murray – Vice Chairperson  
Trent Trahan - Member

**Governance Committee:**

Mike Zurlo – Chairperson  
John VanNatten, Vice-Chairperson  
Dave Hoover, Member

**New Business**

(R. McFarlin)

1. Approve Payment of Annual Membership Dues of \$207
2. Other Business as Required

**Management Team Reports**

(R. McFarlin)

1. Project Status Updates
2. Executive Director’s Report

**Adjournment:**