

Saratoga County Capital Resource Corporation

January 26, 2016 – 4:00 p.m.

Annual Organizational Meeting Agenda

1. Approval of the minutes of October 29, 2015.
2. Appoint Officers:
  - a. Chairman - Anita Daly
  - b. Vice Chairman and Secretary – Arthur Johnson
  - c. Treasurer – John Wyatt
  - d. Chief Financial Officer – Jeffrey Reale
3. Proposed Committee Assignments:
  - a. Audit – Johnson (Chairman), Zeltmann, Wyatt
  - b. Governance – Muratori (Chairman), Zeltmann, Johnson, Veitch
  - c. Investment – Wyatt (Chairman), Johnson, Zeltmann
  - d. Finance – All board members
4. Board Evaluation Forms (to be completed at the meeting).
5. Policy re-approvals:
  - a. By-laws
  - b. Ethics Code
  - c. Internal Controls/Financial Management Statement
  - d. Investment Policy
  - e. Mission Statement
  - f. Procurement Policy
  - g. Property Disposition Policy
  - h. Whistle Blower Policy
  - i. Conflict of Interest Policy
6. Financial Reports
  - a. Statement of Condition
  - b. Budget Report
7. Invoice for approval – Lori Eddy, Secretarial services - \$100.00
8. Insurance Policy Renewals
9. Other business
10. Next scheduled meetings:
  - a. Audit Committee – Tuesday, March 26<sup>th</sup>, 4pm

b. Full Board – Tuesday, April 26<sup>th</sup>, 4pm

11. Adjournment