

Saratoga County Capital Resource Corporation

January 27, 2015 - 4:00 p.m. – County Offices

Annual Organizational Meeting Agenda

1. Approval of the minutes of November 12, 2014.
2. Resignation of Richard Dunn.
3. Appoint new Secretary.
4. Renewal of Administrative Secretary contract for Lori Eddy.
5. Proposed Committee Assignments:
 - a. Audit – Johnson (Chairman), Zeltmann, Wyatt
 - b. Governance – Muratori (Chairman), Zeltmann, Johnson
 - c. Investment – Wyatt (Chairman), Johnson, Zeltmann
 - d. Finance – All board members
6. Revised meeting schedule: Audit Committee, Tuesday, March 24th, 4pm
7. Board Evaluation Forms (to be completed at the meeting).
8. ABO: Confirmation of training for all board members. ABO opinion on grants and loans.
9. 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
10. Financial Reports
 - a. Statement of Condition
 - b. Budget Report
11. Other business
12. Next scheduled meetings:
 - a. Audit Committee – Tuesday, March 24th, 4pm
 - b. Full Board – Tuesday, April 28th, 4pm
13. Adjournment