

CITY OF AMSTERDAM INDUSTRIAL DEVELOPMENT AGENCY
Annual Organizational Meeting Minutes
January 21, 2016

PRESENT: Mr. Baia, Mr. LaCoppola, Mr. Rossi, Mr. Emanuel, Mr. Gallup,
Mr. McCabe, Jodi Zakrevsky (AIDA Executive Director), Attorney Schwartz, Sandra
Yutes (AIDA), Donna Phelps

Excused Absence: Mr. McKenney

This Annual Organizational meeting of the City of Amsterdam Industrial Development Agency was held on January 21, 2016 in Room 205 at City Hall, 61 Church Street, Amsterdam, New York 12010.

Chairman Baia called the meeting to order at 6:02 p.m. and roll call was taken.

The Annual Housekeeping Resolution 2016-01:

Election of Officers:

Mr. Baia and **Mr. Rossi** made nominations and discussions followed. **Mr. Rossi** then made a motion to keep the same slate as the previous year. **Mr. Emanuel** seconded the motion. Full Board was in agreement and the motion was passed, the officers are as follows:

Pasquale Baia - Chairman
Gerald Gallup - Vice Chairman
Michael Rossi - Treasurer
Michael McKenney - Secretary

A motion sponsored by **Mr. Rossi** and seconded by **Mr. LaCoppola** to confirm the regular Agency meeting schedules to be the third (3rd) Thursday of every month starting at 6:00 p.m. Roll call was taken resulting in all "ayes" thereby unanimously passing the motion. The meeting dates for 2016 are:

January 21, 2016 - Organizational and Regular Meeting
February 18, 2016
March 17, 2016
April 21, 2016
May 19, 2016
June 16, 2016
July 21, 2016

August 18, 2016
September 15, 2016
October 20, 2016
November 17, 2016
December 15, 2016

The motion of the appointment of Chief Executive Officer and Staff to the Agency was made by **Mr. Rossi** and seconded by **Mr. Gallup**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion. The Agency staff appointments were: **Jody Zakrevsky** – Executive Director, **Sandra Yutes** - Administrative Assistant, **Donna Phelps** – Independent Stenographer and **Tracey Freemantle** – CPA (accountant)

The appointment of Accounting Firm to the Agency was put on hold as **Mr. Rossi** is to check into the matter.

The appointment of **Charles R. Schwartz, Esq.** as Agency Counsel was made by **Mr. Rossi** and seconded by **Mr. LaCoppola**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion.

The appointment of **Romer Wallens, Gold and John Mineaux** as Bond Counsel and **A. Joseph Scott, III** as Special Bond Counsel was sponsored by **Mr. LaCoppola** and seconded by **Mr. Rossi**. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion.

The appointment of the Agency’s Depositories for the year 2016 with the maximum amount allowed to be deposited in said Depositories was sponsored by **Mr. Rossi** and seconded by **Mr. Gallup**. Roll call was taken resulting with all “ayes” thereby unanimously passing the motion.

1. First Niagara Bank - \$500,000.00
2. Key Bank of New York - \$500,000.00
3. NBT Bank, N.A. - \$500,000.00
4. Citizens Bank - \$500,000.00
5. Patriot Bank - \$1,000,000.00

Agency policies with the Full Board in agreement were:

Uniform Tax Exemption Policy
Investment Policy
Procurement Policy
Compensation, Reimbursement and Attendance Policy

The appointment of the area newspapers, designating the **Recorder** and the **Gazette**, and designating the area radio station as **WCSS** was made by **Mr. LaCoppola** and seconded by **Mr.**

Emanuel. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion

Appointments of committee assignments for the year were planned to be made at a later date. The list of the committees are as follows:

Buildings and Grounds
Finance and Audit
Personnel/Governance
Policy and Procedure
Economic Development and Planning

There being no further business to discuss, a motion was made by **Mr. LaCoppola** and seconded by **Mr. Emanuel** to adjourn this Annual Organizational Meeting of the City of Amsterdam Industrial Development Agency. Roll call was taken resulting in all “ayes” thereby unanimously passing the motion. The meeting was adjourned at 6:23 p.m.

SECRETARY