

UCCRC

Ulster County Capital Resource Corporation

**Ulster County Capital Resource Corporation
Minutes
January 14, 2015**

A regular monthly meeting of the Ulster County Capital Resource Corporation was held immediately following the meeting of the Ulster County Industrial Development Agency on Wednesday, January 14, 2015, Karen Binder Library, 6th Floor, Ulster County Office Building, 244 Fair Street, Kingston, NY.

The following agency members were present:

Michael Horodyski	Chair
Floyd Lattin	Treasurer
John Livermore	Assistant Secretary
James Malcolm	Assistant Treasurer
John Morrow	Vice Chair
Mary Sheeley	Member

The following agency members were absent:

Robert Kinnin	Secretary
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Office of Economic Development Staff:

Linda Clark
Suzanne Holt
Karl Schlegel

Ulster County Finance Office:

Christopher Rioux

UCCRC Attorney and Bond Counsel:

A. Joseph Scott	Hodgson Russ LLP
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Additional Attendees:

None.

Chair Horodyski called the meeting to order at 8:55 a.m.

READING OF THE UCCRC MISSION STATEMENT

The mission of the Ulster County Capital Resource Corporation (UCCRC) is to promote community and economic development in Ulster County in ways that complement the work of Ulster County, primarily through issuing and selling bonds for non-profit institutions.

MINUTES

Motion

James Malcolm, seconded by Mary Sheeley, moved to approve the Minutes of the October 8, 2014, meeting. A copy of said Minutes is on file.

Vote:

The motion was adopted.

FINANCIALS

Motion: James Malcolm, seconded by Floyd Lattin, moved to approve the financials for the period ending December 31, 2014 as presented. A copy of said financials is on file.

Vote: The motion was adopted.

2015 ORGANIZATIONAL RESOLUTION

Confirmation of Regular Agency Meeting Schedule	9:00 a.m. the second Wednesday of each month
Officers of the Agency	Michael Horodyski, Chairman John Morrow, Vice Chairman Robert Kinnin, Secretary Floyd Lattin, Treasurer James Malcolm, Assistant Treasurer John Livermore, Assistant Secretary
Appointment of Chief Executive Officer and Staff to the Agency	Michael Horodyski, CEO
Appointment of Chief Financial Officer to the Agency	Christopher Rioux, CFO
Staff of the Agency	Ulster County Office of Economic Development
Appointment of Accounting Firm of the Agency	Pattison, Koskey, Howe & Bucci CPAs PC
Appointment of Agency Counsel	Hodgson Russ LLP
Appointment of Bond Counsel to the Agency	Hodgson Russ LLP
Appointment of Bank of the Agency and Accounts	Catskill Hudson Bank
Approval and Confirmation of Agency Policies	Mission Statement Code of Ethics Compensation Policy Defense and Indemnification Policy Enforcement of Agency Projects Policy Fee Schedule Policy Grant Funding Criteria and Application Investment and Deposit Policy Procurement Policy Property Disposition Policy Travel Policy and Reconciliation of Expense Uniform Tax Exemption Policy Whistleblower Policy
Appointment of Contract Officer	Michael Horodyski
Appointment of Investment Officer	Michael Horodyski
Appointment of Governance Committee Members	John Morrow, Chair Robert Kinnin James Malcolm
Appointment of Audit Committee Members	Floyd Lattin, Chair John Livermore Mary Sheeley
Appointment of Finance Committee Members	Michael Horodyski, Chair Robert Kinnin Floyd Lattin John Livermore

	James Malcolm John Morrow Mary Sheeley
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Motion: Michael Horodyski, seconded by John Morrow, moved to adopt the 2015 Housekeeping Resolution as offered for the Ulster County Capital Resource Corporation.

Vote: The motion was adopted.

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT

Chair Horodyski opened the meeting for public comment. There were no individuals who requested the Privilege of the Floor. The public comment section of the Agenda was closed.

ADJOURNMENT

Motion: John Morrow, seconded by James Malcolm, moved to adjourn the meeting

Vote: The motion was adopted.

The meeting was adjourned at 9:00 a.m.

Respectfully submitted,

John Livermore
Assistant Secretary