

**GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY &
LOCAL ECONOMIC ASSISTANCE CORP.
ANNUAL ORGANIZATIONAL MEETING
TUESDAY, JANUARY 14, 2020 – 6:30P.M.
City Hall - 2ND Floor Conference Room**

REVISED AGENDA*

1. Meeting is called to order/Roll call
2. Secretary Report regarding notice of annual meeting
3. Submission of Minutes of December 30, 2019 meeting for adoption
4. Executive Director's Report/Financial Report
5. Unfinished Business:
 - Agency members sign oath of office card and oath book for 2020.
 - Agency members sign Fiduciary Duty Acknowledgement form for 2020
 - Agency members sign conflict of interest / annual financial disclosure statement.
6. New Business:
 - Appointment of Officers/Committees
 - Adopt 2020 Board Meeting Schedule
7. Resolutions
 - a) Resolution of the Glen Cove Industrial Development Agency (GC-IDA) for Annual Appointment of Officers: Vice Chairman/Treasurer/Ethics Officer, Secretary, Assistant Secretary, Executive Director, Contracting Officer, Chief Financial Officer, Records Management Officer.
 - b) Resolution of the GC-IDA appointing members of the Audit/Finance Committee.
 - c) Resolution of the GC-IDA appointing members of the Governance Committee.
 - d) Resolution of the GC-IDA approving the 2020 IDA meeting schedule.
 - e) Resolution of the GC-IDA authorizing continuation of the use of the New York State Archives Retention and Disposition schedule MI-1 for management of the agency's records.
 - f) Resolution of the GC-IDA appointing members of the Transaction Committee*

- g) Resolution of the Glen Cove Local Economic Assistance Corp. (GC-LEAC) for Annual Appointment of Officers: Vice Chairman/Treasurer/Ethics Officer, Secretary, Assistant Secretary, Chief Executive Officer, Contracting Officer, Chief Financial Officer, Records Management Officer.
- h) Resolution of the GC-LEAC appointing members of the Audit/Finance Committee.
- i) Resolution of the GC-LEAC appointing members of the Governance Committee.
- j) Resolution of the GC-LEAC approving the 2020 GC-LEAC meeting schedule.
- k) Resolution of the GC-LEAC authorizing continuation of the use of the New York State Archives Retention and Disposition schedule MI-1 for management of the agency's records.
- l) Resolution of the GC-LEAC appointing members of the Transaction Committee*

8. Executive Session

9. Adjournment

**Revised to reflect addition of two resolutions 7f and 7l.
1/7/20*