



**FINANCE and AUDIT COMMITTEE MEETING**  
**of the WYOMING COUNTY IDA BOARD**

Thursday September 10, 2020 @ 1:00 p.m. Attica Hotel 28 Exchange Street, Attica, NY

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order Members of the public may listen to and view the Board meeting by clicking the following link: <https://www.youtube.com/watch?v=nQP6gGvwPWY&t=2s>

**MINUTES**

Chairman Dadd called the meeting to order at 1:13 p.m.

**1. Roll call**

In attendance were: Mark Dadd, Chairman; A.D. Berwanger, Vice Chairman; Rebecca Ryan, Treasurer; E. Joseph Gozelski, Director; James Hardie, Director; Thomas McCormick, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; William Daly, Special Projects Coordinator and Kevin Zanner, Agency Counsel.

**2. Review and Approve Minutes**

The Committee reviewed and approved the minutes from the September 12, 2019 Finance and Audit Committee Meeting on a motion made by D. Berwanger. The motion was seconded by J. Hardie and unanimously carried.

**3. Recommendations to the Board**

**A. Review/Recommend preliminary budget for 2021**

After review and discussion of the preliminary 2021 Budget, the Committee agreed to recommend to the full Board the Adoption of the 2021 Budget as presented on a motion made by R. Ryan. The motion was seconded by T. McCormick and unanimously carried.

**B. Review/re-adopt Finance/Audit Policies**

**1. Investment Policy – Re-adopt**

The Committee moved to recommend to the full Board the re-adoption of the Investment Policy on a motion made by J. Gozelski, seconded by D. Berwanger and unanimously carried.

**2. Finance and Audit Committee Charter – Re-adopt charter**

The Committee moved to recommend to the full Board the re-adoption of the Finance and Audit Committee Charter on a motion made by J. Gozelski, seconded by D. Berwanger and unanimously carried.

3. Agency Fee Policy - Adopt Amended Policy

The Committee reviewed the draft of the Amended Agency Fee Policy. Pierce explained that after an internal review of the existing Policy it was determined that a more detailed and inclusive fee schedule was necessary. After review and discussion of the proposed amendments to the Policy the Committee moved to recommend to the full Board the Adoption of the Amended Agency Fee Policy as presented on a motion made by J. Gozelski. The motion was seconded by D. Berwanger and unanimously carried.

**4. Adjourn Finance/Audit Committee Meeting**

Having no further items to discuss the Committee adjourned at 1:18 p.m. on a motion made by D. Berwanger, seconded by T. McCormick and unanimously carried.

Minutes prepared by Robin Marschilok