

**GLENS FALLS CIVIC DEVELOPMENT CORPORATION
MEETING MINUTES**

The regular meeting of the Glens Falls Civic Development Corporation was held on March 14, 2019 in the Mayor's Conference Room, 42 Ridge Street, Glens Falls, New York 12801.

Members Present: Judith Calogero; Daniel Hall; Jane Reid; Lois Robinson; Mary Gooden; John Cordes

Members Absent: Todd Feigenbaum

Also Present: Edward Bartholomew, CEO; Attorney Kara Lais; Michael Goot, The Post Star

Judith Calogero opened the meeting and determined there was a quorum present.

Ms. Calogero stated that the first item on the agenda is to approve the meeting minutes from the December 13, 2018 meeting.

RESOLUTION NO. 4-2019

On the motion of Dan Hall, seconded by Jane Reid and, all voting affirmatively, the regular meeting minutes from the December 13, 2018 meeting were approved.

The next item on the agenda is the consideration of the Payment of Bills. The following bills were presented at the meeting for payment and to reaffirm the payment of authorized prepaid bills:

-FitzGerald Morris Baker Firth (Services 10/9-11/30/2018)	\$256.00
-Juliana Romanazzi (Reimbursement for Certified Mail expenses)	\$7.41
-McCarthy and Conlon LLP (CFO Report November 2018)	\$250.00
-McCarthy and Conlon LLP (CFO Report December 2018 and quarterly compliance)	\$350.00
-Whittemore Downen & Ricciardelli (2018 Audit)	\$1,000.00

RESOLUTION NO. 5-2019

On the motion of Lois Robinson, seconded by Mary Gooden, all voting affirmatively, the payment of the above bills were approved and/or reaffirmed.

The next item on the agenda is the CFO report. CFO McCarthy was not in attendance but CEO Bartholomew noted there is nothing unusual to report for the finances.

The next item on the agenda was the consideration of resolutions. CEO Bartholomew stated that it has been a couple of years since the CDC has put out an RFQ for CFO and legal services. CEO Bartholomew is seeking authorization from the Board to prepare and release an RFQ for CFO and legal services which will go out in the next couple of months. Next CEO Bartholomew discussed the 2018 Audit, which was clean and recommended for final approval by the Audit Committee. Lastly, CEO Bartholomew noted that the 2018 PARIS report has been finalized and a copy was circulated at the meeting. The report will be filed with the ABO by the end of the month.

RESOLUTION NO. 6-2019

On the motion of Jane Reid, seconded by Lois Robinson and, all voting affirmatively, the Board (i) authorized CEO Bartholomew to prepare and release an RFQ for CFO and legal services; (ii) approved the 2018 audit report as prepared by Whittmore, Downen & Ricciardelli, as presented at this meeting and (iii) approved of the 2018 PARIS report and its filing with the ABO.

It was noted that the next CDC meeting is scheduled for June 13, 2019.

RESOLUTION NO. 7-2019:

On the motion of Jane Reid seconded by Lois Robinson, all voting affirmatively, it was

Resolved that the Glens Falls Civic Development Corporation hereby adjourns the March 14, 2019 regular meeting.

**Bills Attachment for Civic Development Corporation
June 13, 2019 Meeting
Schedule A Payment of Bills**

Civic Development Corporation Bills to Be Paid

FitzGerald Morris Baker Firth

-Services 2/6-2/13/2019 \$112.00

-Services 4/8/2019 \$240.00

Bill Pay Total: \$352.00