

The Glen Cove Community Development Agency held its regularly scheduled business meeting on Tuesday, November 27, 2018 in the 2nd floor conference room, City Hall, Glen Cove, NY 11542. The meeting was called to order at 6:04p.m. and the following members were present:

Timothy Tenke, Chairman	<u>Also Present:</u>
Vincent Hartley	A. Fangmann, Executive Director
Lindsay Anderson	A. LaMorte, CFO/Assistant Secretary
Gaitley Stevenson-Mathews	C. Byrne, Secretary
Luis Vasquez	Interested public

Absent:

Anthony Jimenez
D. Willis

The Secretary reported that the notice of meeting was served in accordance with the CDA by laws.

MINUTES:

Chairman Tenke made a motion to adopt the minutes of the CDA meeting held October 23, 2018 and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

<u>CDA MEMBERS</u>	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent Hartley	AYE
Lindsay Anderson	AYE
Gaitley Stevenson-Mathews	AYE
Luis Vasquez	AYE
<i>Anthony Jimenez</i>	<i>Absent</i>
<i>Danielle Willis</i>	<i>Absent</i>

EXECUTIVE DIRECTOR'S REPORT:

Ms. Fangmann provided the attendees with a detailed update on grants being administered by the CDA on behalf of the City.

UNFINISHED BUSINESS:

The Secretary reminded all board members to complete and return the confidential board evaluation survey to her attention by year-end.

NEW BUSINESS:

The CDA reviewed its personnel policies and noted that the following policies should be adopted to be in compliance with New York State labor laws: Workplace Violence Prevention Policy, Social Media Policy and Title VI/Non-discrimination Policy. These policies were distributed to each board member. It was duly noted that CDA staff will be included in the City of Glen Cove's training workshops for these as well as the Sexual Harassment Policy adopted in October.

RESOLUTIONS:

Chairman Tenke made a motion to adopt resolution 7(a) and asked for a second:

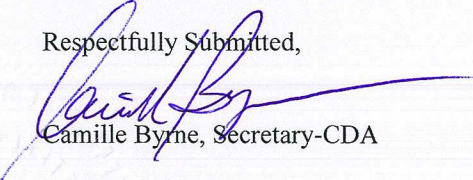
7(a) Resolution of the Glen Cove Community Development Agency adopting the following personnel policies for the Agency: Workplace Violence Prevention; Social Media; Title VI/Non-discrimination Policy.

The motion to adopt CDA resolution 7(a) was seconded by Luis Vasquez. Motion carried by a roll call of the CDA members as follows:

<u>CDA MEMBERS</u>	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent Hartley	AYE
Lindsay Anderson	AYE
Gaitley Stevenson-Mathews	AYE
Luis Vasquez	AYE
<i>Anthony Jimenez</i>	<i>Absent</i>
<i>Danielle Willis</i>	<i>Absent</i>

As there was no further business to come before the board, the Chairman made a motion to adjourn the meeting. The motion was duly seconded by Vincent Hartley. Motion carried and the meeting was adjourned at 6:20 p.m.

Respectfully Submitted,



Camille Byrne, Secretary-CDA

ENTERED
01-15-2019

CDA