

**GLEN COVE COMMUNITY DEVELOPMENT AGENCY
GLEN COVE INDUSTRIAL DEVELOPMENT AGENCY
GLEN COVE LOCAL ASSISTANCE CORP.
City Hall - 9 Glen Street, Glen Cove, NY 11542**

Minutes of Joint Meeting

March 24, 2020

The Glen Cove Community Development Agency, Industrial Development Agency, and Local Economic Assistance Corporation held a special joint business meeting via conference call on Tuesday, March 24, 2020.

The Chairman called the meeting to order at 6:05PM and the following members were present on the call:

CDA BOARD MEMBERS:

Chairman Tenke
Vincent Hartley
Tony Guagenti
Danielle Willis
Roger Williams

Absent:

Francine Kohler
Tony Jimenez

Also Present:

Ann Fangmann, Executive Director
A. LaMorte, CFO/Assistant Secretary
C. Byrne, Secretary
M. Zoldessy, Finance Manager
M. Tyler, Legal Counsel

IDA/LEAC BOARD MEMBERS:

Chairman Tenke
Vincent Hartley
Jim Cappiello
Joe Gioino

Absent:

John Tetta

The Secretary reported that the notice of meeting was served in accordance with the CDA by laws and Open Meetings Executive Order 202. The meeting was noticed to the public that the meeting is available for viewing via livestream as follows: <http://glencoveida.org/meeting-livestream/> and the meeting is archived on this link for future viewing.

MINUTES:

Chairman Tenke made a motion to adopt the minutes of the CDA meeting held March 10, 2020 and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

CDA MEMBERS

Timothy Tenke, Chairman
Vincent Hartley
Anthony Guagenti
Francine Koehler
Anthony Jimenez
Roger Williams
Danielle Willis

VOTING

AYE
AYE
AYE
Absent
Absent
Absent for vote (late)
AYE

Chairman Tenke made a motion to adopt the minutes of the IDA/LEAC meeting held February 11, 2020 and asked for a second. The motion was seconded by Vincent Hartley. Motion carried as follows:

IDA/LEAC MEMBERS

Timothy Tenke, Chairman
Vincent Hartley
Jim Cappiello
Joe Gioino
John Tetta

VOTING

AYE
AYE
AYE
Abstain
Absent

EXECUTIVE DIRECTOR'S REPORT:

Ann Fangmann provided the members with an update on agency matters. Audio available on livestream link (above).

FINANCE REPORT:

Ms. Anne LaMorte, Chief Financial Officer, emailed the 2020 year-to-date financial reports to the members.

Unfinished Business: The board members were reminded to complete the financial disclosure form and return it to the Secretary who will keep it on file in accordance with NYS Comptroller and ABO regulations.

CDA New Business:

- CDA Annual Goals and Accomplishments Report: The CDA Governance Committee met 2/25/20 to review the annual goals and accomplishments report and summary of the annual board performance evaluation. The Committee authorized distribution of the report which was included in your board packets and recommends its approval for submission to the NYS ABO by March 30th. The board members had no questions concerning the CDA Accomplishments Report and board evaluation survey.
- The 2nd CDA New Business item is to authorize the addition of Margo Zoldessy to the CDA deposit accounts and services with American Community Bank. Margo Zoldessy's appointment was officially approved by the CDA at its March 10th board meeting to replace Anne LaMorte who is leaving us at the end of this week.

IDA/LEAC New Business:

- IDA/LEAC Annual Goals and Accomplishments Report: The IDA/LEAC Governance Committee met 2/25/20 to review the annual goals and accomplishments report and summary of the annual board performance evaluation. The Committee authorized distribution of the report which was included in your board packets and recommends its approval for submission to the NYS ABO by March 30th. The board members had no questions concerning the IDA/LEAC Accomplishments Report and board evaluation survey.
- The Executive Director provided the IDA/LEAC members with an update on personnel formally announcing the resignation of Anne LaMorte and introducing

her replacement Margo Zoldessy to the IDA/GCLEAC members who received a copy of her resume.

- The personnel update necessitated the next New Business item which is to add Margo Zoldessy to the IDA/GCLEAC deposit accounts and services with American Community Bank.
- The final New Business item this evening is establishing an approved list of Cost Benefit and Rate of Return Analysis firms for IDA/GCLEAC applications. The qualifications of three firms were sent to the members by email. Milan Tyler provided the members with background on this agenda item explaining that these firms analyze projects to determine if financial assistance is needed for the project to be viable, in addition to the cost benefit requirement under the statute. The three firms who submitted cost benefit rate of return analysis are 1. Camoin Associates; 2. MRB Group and 3. National Development Council.

As there were no further questions, the Chairman made a motion to adopt CDA Resolutions 7(a) and 7(h) as follows:

RESOLUTIONS

7(a) CDA resolution approving the FYE 2019 CDA Annual Goals and Accomplishments Report and summary of annual board evaluation.

7(h) CDA resolution authorizing the addition of Margo Zoldessy to the Glen Cove deposit accounts and services with American Community Bank.

Motion to adopt CDA Resolutions 7(a) and 7(h) was seconded by Vincent Hartley. Motion carried as follows:

<u>CDA MEMBERS</u>	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent Hartley	AYE
Anthony Guagenti	AYE
Francine Koehler	Absent
Anthony Jimenez	Absent
Roger Williams	AYE
Danielle Willis	AYE

There being no further business to come before the CDA board, Chairman Tenke made a motion to adjourn the CDA portion of the meeting. Motion to adjourn the CDA board meeting was seconded by Vincent Hartley. Motion carried and the CDA portion of the meeting was adjourned at 6:29 PM.

The Chairman made a motion to adopt IDA Resolution 7(b), 7(d), 7(f) and 7(i):

IDA resolution 7(b): Approving the 2019 IDA Annual Goals and Accomplishments Report for submission to the NYS ABO by 3/30/2020.

IDA resolution 7(d): Approving the hire of Margo Zoldessy as Finance Manager retroactive to March 11, 2020 in accordance with the terms negotiated by the Executive Director to replace Anne LaMorte.

IDA resolution 7(f): Establishing an approved list of qualified contractors to provide certain professional cost-benefit and rate of return analysis services. The approved list consists of three firms whose proposals were sent to the members: 1. Camoin Associates; 2. MRB Group; 3. National Development Council.

IDA resolution 7(i): Adopting American Community Bank Corporate Resolution adding Margo Zoldessy to IDA deposit accounts and services.

Motion to adopt IDA Resolution 7(b), 7(d), 7(f) and 7(i) was seconded by Vincent Hartley. Motion carried as follows:

<u>IDA MEMBERS</u>	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent Hartley	AYE
Jim Cappiello	AYE
Joe Gioino	AYE
<i>John Tetta</i>	<i>Absent</i>

The Chairman made a motion to adopt LEAC Resolution 7(c), 7(e), 7(g) and 7(j):

GCLEAC resolution 7(c): Approving the 2019 GCLEAC Annual Goals and Accomplishments Report for submission to the NYS ABO by 3/30/2020.

GCLEAC resolution 7(e): Approving the hire of Margo Zoldessy as Finance Manager retroactive to March 11, 2020 in accordance with the terms negotiated by the Executive Director to replace Anne LaMorte.

GCLEAC resolution 7(g): Establishing an approved list of qualified contractors to provide certain professional cost-benefit and rate of return analysis services. The approved list consists of three firms whose proposals were sent to the members: 1. Camoin Associates; 2. MRB Group; 3. National Development Council.

GCLEAC resolution 7(j): Adopting American Community Bank Corporate Resolution adding Margo Zoldessy to GCLEAC deposit accounts and services.

Motion to adopt LEAC Resolutions 7(c), 7 (e), 7(g) and 7(j) was seconded by Vincent Hartley. Motion carried as follows:

LEAC Board Members

Chairman Tenke
Vincent Hartley
Jim Cappiello
Joe Gioino
John Tetta

VOTING

AYE
AYE
AYE
AYE
Absent

Adjournment:

There being no further business to come before the IDA/LEAC board, Chairman Tenke made a motion to adjourn the meeting and asked for a second. Motion seconded by Vincent Hartley. Motion carried and the IDA/LEAC portion of the meeting is adjourned at 6:33 PM.

Respectfully Submitted,
Camille Byrne, Secretary-IDA/LEAC
Approved by IDA/LEAC Board 4-14-20
Approved by CDA Board 4-28-20