

Saratoga County Capital Resource Corporation

Thursday, January 28, 2021 – 4:00 p.m.

By Conference Call

(712) 770-4700 Passcode 571775

Agenda

1. Approval of the following minutes:
  - a. October 19, 2020 Governance Committee
  - b. October 19, 2020 Finance Committee
  - c. October 19, 2020 Board Meeting
2. Appoint Officers:
  - a. Chairperson
  - b. Vice Chairman and Secretary
  - c. Treasurer
3. Proposed Committee Assignments:
  - a. Audit – Johnson (Chair), Muratori, Veitch, Hillman
  - b. Governance – Muratori (Chair), Johnson, Veitch, Raymond
  - c. Investment – Veitch (Chair), Johnson, Frantti, Hillman
  - d. Finance – All board members
4. Board Evaluation Forms
5. Policy re-approvals:
  - a. By-laws
  - b. Ethics Code
  - c. Internal Controls/Financial Management Statement
  - d. Investment Policy
  - e. Mission Statement
  - f. Procurement Policy
  - g. Property Disposition Policy
  - h. Whistle Blower Policy
  - i. Conflict of Interest Policy
6. Review of Financial Reports as of December 31, 2020
7. Review of Budget Report as of December 31, 2020

8. Schedule of Indebtedness December 31, 2020
9. Invoices for approval:
  - Saratoga County Chamber of Commerce Annual Membership Dues - \$480.00
  - Lori Eddy, secretary services - \$150.00
  - Web Instinct
    - Website updates - \$120.00
    - Hosting and Domain - \$336.00
10. Property disposition – Sale of conference room furniture to Saratoga County - \$1,620.00
11. Insurance policy renewals
12. Annual audit preparation
13. Other business
14. Next scheduled meetings:
  - Audit Committee – Thursday, March 25<sup>th</sup>, 10:00 a.m.
  - Full Board – Thursday, April 29<sup>th</sup>, 4:00 p.m.
15. Adjournment