

Saratoga County Capital Resource Corporation

Thursday, January 25, 2024 – 4:00 p.m.

Saratoga County Chamber of Commerce  
28 Clinton St., Saratoga Springs NY

Agenda

1. Approval of minutes:
  - a. October 26, 2023 Governance Committee
  - b. October 26, 2023 Finance Committee
  - c. October 26, 2023 Board Meeting
  
2. Appoint Officers:
  - a. Chairman (Veitch)
  - b. Vice Chairman and Secretary (Johnson)
  - c. Treasurer (Muratori)
  - d. Ethics Officer (Johnson)
  
3. Proposed committee assignments:
  - a. Audit – Johnson (Chair), Muratori, Morelli, Hillman, Veitch (ex officio)
  - b. Governance – West (Chair), Johnson, Raymond, Veitch (Ex officio)
  - c. Investment – Hillman (Chair), Johnson, West, Veitch (Ex officio)
  - d. Finance – Muratori (Chair), Hillman, Morelli Veitch (Ex officio)
  
4. 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

5. Review of Financial and Budget Reports as of December 31, 2023
  
6. Invoice approvals: Saratoga County Chamber Membership Dues - \$480.00
  - Web Instinct, Hosting and Domain - \$336.00
  - Lori Eddy, Secretarial services - \$204.00
  - Lemery Greisler, Counsel services - \$275.00
  - Raymond O’Conor, reimbursement SEDC reception (Veitch/Morelli) \$150.00
  
7. Annual audit preparation
  
8. Annual Report draft
  
9. Next scheduled meetings: Audit Committee – Thursday, March 21st, 4:00 p.m.
  - Full Board – Thursday, April 25th, 4:00 p.m.
  
10. Grant applications
  
11. Other business
  
12. Adjournment