

**Minutes of the City of Mount Vernon Industrial Development Agency
March 10, 2020**

A meeting of the Board of Directors (“Board”) of the City of Mount Vernon Industrial Development Agency (“Agency”) was held on Tuesday, March 10, 2020 at City Hall, 1 Roosevelt Square, Mount Vernon, New York 10550.

Present: Hon. Shawyn Patterson-Howard
 Brian G. Johnson, Esq.
 Marcus Griffith
 Darren M. Morton, Ed.D
 Stephanie G. Vanderpool

Also Present: Michael Curti, Esq., Harris Beach PLLC
 Julie Marshall, Harris Beach (via teleconference)

The meeting was called to order at 10:19 AM by Chairwoman Patterson-Howard.

Minutes of the January 31, 2020 meeting were reviewed and unanimously adopted.

Resolution No. 3/2020-1 Amendment and Restatement of By-Laws

The amended and restated by-laws were presented and will be reviewed and the resolution will be considered at the March 26th meeting.

Resolution No. 3/2020-2 Adoption of Policies

Various amended and restated policies as well as new polices were presented. Members will review all policies and the resolution will be considered at the March 26th meeting.

Resolution No. 3/2020-3 Adoption of Audit and Finance Committee Charter and Finance Committee Charter

The committee charters were reviewed and unanimously adopted.

Audit and Finance Committee members are as follows:

Shawyn Patterson-Howard, Mayor
Marcus Griffith
Darren Morton, Ed. D.

Governance Committee members are as follows:

Shawyn Patterson-Howard, Mayor
Brian Johnson, Esq.
Stephanie Vanderpool

Resolution No. 3/2020-4 Payment of Invoices

The various invoices were reviewed and payment of same unanimously adopted.

Resolution No. 3/2020-5 Request for Proposals for Audit Services

The Request for Proposals for Audit Service was reviewed and unanimously adopted.

Resolution No. 3/2020-6 Authorization to Enter into Memorandum of Understanding

Mr. Curti reviewed the Memorandum of Understanding between the City of Mount Vernon, the City of Mount Vernon Industrial Development Agency and the County of Westchester Industrial Development Agency. The resolution was unanimously adopted.

Mr. Curti and Ms. Marshall reviewed the summary of outstanding action items and next steps.

Ms. Marshall will request Nora Galleros, CPA of Galleros Robinson LLP attend the March 26th meeting to present the 2018 draft fiscal audit.

The meeting was then adjourned by unanimous consent.

Respectfully submitted by Julie Marshall