

**MINUTES  
EMERALD CORPORATE CENTER  
ECONOMIC DEVELOPMENT CORPORATION  
BOARD AUDIT COMMITTEE MEETING  
November 24, 2020 – 8:30 A.M.**

**Zoom Video Chat**

<https://us02web.zoom.us/j/83348177389?pwd=QmNyMEVUbHdUaWFOTXB0RkwrWG1hdz09>

Meeting ID: 833 4817 7389 Passcode: 717840

Dial In: +1 929 436 2866

**Members Present**

Freda Eisenberg  
Gerald Skoda

**Members Not Present**

Jay Weinstein

**Others Present**

Kassondra Johnstone

**I. Call to Order**

Freda Eisenberg called the meeting to order at 8:35 AM.

**II. Audit**

Eisenberg reported that Gitlin is still the firm that completes the annual audit and financial reports. Although the audits are typically done later in the season, no penalties are given to ECC when submitting them. Skoda agreed that there is no need to re-release an RFP for a new auditor as Gitlin does a good job and staff time could be spent better in other areas.

**III. New Business**

Skoda and Eisenberg discussed marketing the remaining land where the cell tower is being installed. Skoda suggested reaching out to the newly developed broadband LDC to see if the County will need a physical space for storage, supplies, or offices for tower maintenance that we may be able to accommodate at the site. Eisenberg agreed, and suggested that we explore options for marketing firms for the remaining side parcel.

**IV. Next Steps & Conclusions**

The committee will meet again via Zoom to fulfill the ABO requirements on December 10.

**V. Adjournment**

Skoda motioned to adjourn the meeting at 8:46 AM, seconded by Eisenberg.

**MINUTES  
EMERALD CORPORATE CENTER  
ECONOMIC DEVELOPMENT CORPORATION  
BOARD GOVERNANCE COMMITTEE MEETING  
November 24, 2020 – 8:45 A.M.**

**Zoom Video Chat**

<https://us02web.zoom.us/j/83348177389?pwd=QmNyMEVTbHdUaWFOTXB0RkwrWG1hdz09>

Meeting ID: 833 4817 7389 Passcode: 717840

Dial In: +1 929 436 2866

**Members Present**

Freda Eisenberg

Gerald Skoda

**Members Not Present**

Robert Doherty

Jay Weinstein

**Others Present**

Kassondra Johnstone

**I. Call to Order**

Freda Eisenberg called the meeting to order at 8:46 AM.

**II. Governance**

The group discussed the remaining open board seat, and that Karen Ellswig had been recommended by Skoda due to her community involvement with the Forestburgh Town Board, the Community Foundation, Crystal Run, and her experience as a retired attorney. Eisenberg reported that unless other board members brought suggestions to the board at the next general meeting, the board should pursue Karen as the new member.

**III. New Business**

Eisenberg reported that the last wind storm tore some siding off of the side of the water company building, but that it should not cost much to replace.

**IV. Next Steps & Conclusions**

The committee will meet again via Zoom to fulfill the ABO requirements on December 10.

**V. Adjournment**

Eisenberg motioned to adjourn the meeting at 8:53 AM, seconded by Skoda.