



**Buffalo and Erie County Industrial Land Development Corporation
Joint Annual Meeting of Membership & Board of Directors
April 22, 2020 @ 1:00 p.m.
Via Conference Call**

1.0 Call to Order

2.0 Approval of Minutes

- 2.1 Approval of the January 22, 2020 Minutes of the Meeting of the Membership (Action Item) (Pages 2-3)

3.0 Reports / Action Items / Information Items:

- 3.1 Financial Report (Informational) (Pages 4-7)
- 3.2 Finance & Audit Committee Update (Informational) (Pages 8-9)
 - a) Committee Self-Evaluation (Informational) (Pages 10-13)
- 3.3 Audited Financial Statements (Action Item) (Pages 14-45)
- 3.4 2019 – Investment Report (Action Item) (Pages 16-50)
- 3.5 Governance Committee Report (Informational) (Pages 51-52)
 - a) Committee Self-Evaluation (Informational) (Pages 53-57)
 - b) Board Self-Evaluation (Informational)
- 3.6 Annual Report of the Directors – (Action Item) (Page 58)
- 3.7 Banking Resolution Approval – Adding Signer (Action Item) (Pages 59-61)
- 3.8 Nominating Committee Update
 - a) Election of Officers/Committee Appointments (Pages 62-64)

4.0 Review and Adoption of Policies, Reports and Committee Charters: (Separate Package)

- 1. 2019 - Mission Statement, Performance Measures and Results (Action Item) (Pages 2-8)
- 2. 2020 - Mission Statement and Performance Measures (Action Item) (Pages 9-16)
- 3. 2019 - Public Authorities Report (Action Item) (Pages 17-64)
- 4. Code of Ethics & Conflict of Interest Policy (Action Item) (Pages 65-70)

Re-Adopt Policies & Charters

- 5. Investment & Deposit Policy (Action Item) (Pages 71-78)
- 6. Procurement Policy (Action Item) (Pages 79-82)
- 7. Whistleblower Policy and Procedures (Action Item) (Pages 83-85)
- 8. Defense & Indemnification Policy (Action Item) (Page 86)
- 9. Finance & Audit Committee Charter (Action Item) (Pages 87-91)
- 10. Governance Committee Charter (Action Item) (Pages 92-95)
- 11. Property Disposition Guidelines (Action Item) (Pages 96-102)
- 12. Real Property Acquisition Policy (Action Item) (Pages 103-104)
- 13. Board Member Compensation, Reimbursement & Attendance Policy (Action Item) (Page 105)
- 14. Employee Compensation Program (Action Item) (Pages 106-107)
- 15. Travel, Conferences, Meals & Entertainment Policy (Action Item) (Pages 108-114)
- 16. Statement of Duties & Responsibilities of the Board of Directors (Action Item) (Pages 115-117)
- 17. Statement of the Competencies & Personal Attributes Required of Board Members (Action Item) (Page 118)
- 18. Corporate Credit Card Policy (Action Item) (Pages 119-122)



5.0 Management Team Update:

5.1 Angola Property Closing (Informational Item)

6.0 Adjournment - Next Meeting May 27, 2020