

## MINUTES

### **DUTCHESS COUNTY ECONOMIC DEVELOPMENT CORPORATION Operational Oversight Committee**

Monday, October 19, 2009, 1:00 p.m.  
DCEDC, 3 Neptune Road, Poughkeepsie, NY 12601

**Present:** M. Graham, J. MacEnroe, C. O'Mara, D. Wise

**Absent:** P. Keenan, B. Lavery, D. MacFarland, M. Newton

**Also Present:** Staff: L. Heuermann

**Welcome and Opening Remarks:** The regular meeting of the DCEDC Operational Oversight Committee was called to order by Mike Graham, Chair at 1:00 p.m. Minutes were approved from the July 13, 2009 meeting.

**President's Report:** John MacEnroe commented on the President's Report for the OOC which was distributed to members.

**Financials:** Third quarter ending September 30, 2009 Financial Statements and highlights were reviewed and approved for presentation to the full board.

(SEE ATTACHED HIGHLIGHTS)

**2009 DCT Budget Changes:** DC Tourism 2009 budget changes were reviewed and approved for presentation to the full board.

**2010 Budget for NYS (PARIS) filing:** OOC approved a projected budget as of 10/19/09 for the purpose of NYS filing due 11/2/09.

**Disposal of Assets:** Committee approved the disposal of unused and outdated equipment.

**Rental Space:** Will set up meeting with building manager and owner to renegotiate new rental agreement. Down sizing 3 offices which will reduce square footage

**Personnel:** OOC approved the following:

- 10% increase for 2010 fringe benefits.
- 2.5% increase for 2010 salaries.
- Sick days increased from 7 to 10 for 2010. Will look further into "banking sick days".

**Conflict of interest policy:** All board members complete. 5 committee members did not complete.

**2010 Board Training:** NYS Authority Budget Office requires board training.

**Next OOC Meeting:**

**Monday, Jan 25, 2010  
at 1:00 p.m.**

