

DRAFT
MINUTES

DUTCHESS COUNTY LOCAL DEVELOPMENT CORPORATION

*3 Neptune Road, Poughkeepsie, NY 12601
Tel. # - (845) 463-5400 / Fax # - (845) 463-0100*

BOARD OF DIRECTORS GOVERNANCE MEETING

Tuesday, September 20, 2016

PRESENT: Charles Daniels III
Tim Dean
Edward Summers
Angela Flesland
Phyllis DiStasi Keenan
Alfred Torreggiani

UNABLE TO ATTEND: Mark Doyle

ALSO PRESENT: Sarah Lee, CEO
Marilyn Yerks, CFO
Jasmin Haylett, Office Administrator
Stephanie Renino, Compliance Officer
Mary Kay Vrba, Dutchess Tourism
Don Cappillino, Counsel
Ron Hicks, Dutchess County

On Tuesday, August 9, 2016, the Dutchess County Local Development Corporation [DCLDC] Board of Directors Governance Meeting was called to order by Chairman Daniels at 8:01 a.m. Present was: Charles Daniels III, Tim Dean, Angela Flesland, Phyllis DiStasi Keenan, Edward Summers and Alfred Torreggiani. Unable to attend was: Mark Doyle. Quorum was established.

EMPLOYEE BENEFITS

Chairman Daniels noted that there has been some challenges attracting staff. One of these challenges is due to the current employee benefits package. The current benefits package is not as competitive with other companies. He asked Ms. Lee to conduct a comparison research and make recommendations to the board.

Ms. Yerks proceeded to present information about the comparison research based on six agencies. Items that were compared in each benefit package was health insurance, optical, dental, and retirement.

Based on the comparison research, Ms. Lee recommended the following:

- LDC increases its current employee package from \$12,400 to \$18,000.
- The paid time off to remain the same because it is comparable with the other organizations.

Discussion and questions ensued.

Mr. Dean stated that this topic should further be discussed in an Executive Session.

EXECUTIVE SESSION

A motion was made by Mr. Dean, duly seconded by Mr. Summers end the LDC Governance meeting and enter into Executive Session to further discuss the research and recommendations presented by Ms. Lee.

Executive Session started at 8:17 a.m.

Executive Session ended at 8:42 a.m.

REOPEN GOVERNANCE MEETING

A motion was made by Mr. Dean, duly seconded by Ms. Flesland to reopen the Governance Meeting.

Chairman Daniels noted that the board decided to table the discussion about employee benefits. The board believes there should be more internal discussions and research.

A motion was made by Mr. Dean, duly seconded by Mr. Torreggiani to table the decision about the employee benefits. All voted in favor. Motion carried

ADJOURNMENT

There being no further business, a motion was made by Ms. Flesland, duly seconded by Mr. Summers to adjourn the meeting. All voted in favor. Motioned carried. Meeting adjourned at 8:42 a.m.

Respectfully submitted,

Phyllis DiStasi Keenan, Secretary

Date

Meeting 09-20-16
Approved _____
Certified _____