

**Erie County Industrial Development Agency
Meeting of the Membership
March 24, 2021 @ 12:00 p.m.**

Via Conference Call & Livestreamed

1.0 Call to Order

- 1.1 Call to Order Meeting of the Membership

2.0 Approval of Minutes:

- 2.1 Approval of Minutes of the February 24, 2021 Meeting of the Membership (Action Item) (Pages 3-7)

3.0 Reports / Action Items / Information Items:

- 3.1 Financial Report (Informational) (Pages 8-11)
3.2 Finance & Audit Committee Update (Informational) (Pages 12-13)
 a) Committee Self-Evaluation (Informational) (Pages 14-17)
3.3 Audited Financial Statements (Action Item) (Pages 18-53)
3.4 2020 – Investment Report (Action Item) (Pages 54-56)
3.5 Governance Committee Report (Informational) (Pages 57-58)
 a) Committee Self-Evaluation (Informational) (Pages 59-63)
 b) Board Self-Evaluation (Informational) (Page 64)
3.6 2021 Tax Incentives Induced/Closing Schedule/ Estimated Real Property Tax (Informational) (Pages 65-67)
3.7 Approval of Board Certification of RLF Plan (Pages 68-74)
3.8 Approval of COVID-19 Disaster Emergency Grant Applications (Action Item) (Separate Attachment)
3.9 UDAG Forgivable Loan for Welded Tube (Action Item) (Pages 75-80)
3.10 Policy Committee Update (Informational) (Pages 81-84)

4.0 Inducement Resolutions:

		ECIDA Incentives	Private Investment	Municipality
4.1	Surmet Ceramics Corp. (Pages 85-121)	\$ 65,625	\$11,500,000	Buffalo
4.2	Terzo Development/Bush Lofts (Pages 122-174)	\$304,125	\$ 3,050,000	Buffalo

5.0 Special Resolutions

- 5.1 Polymer Conversions ECIDA Assignment Consent (Pages 175-198)

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

1. 2020 - Mission Statement, Performance Measures and Results (Action Item) (Pages 2-12)
2. 2021 - Mission Statement and Performance Measures (Action Item) (Pages 13-23)
3. 2020 - Public Authorities Report (Action Item) (Pages 24-84)
4. Procurement Policy (Action Item) (Pages 85-89)
5. Sexual Harassment Policy (Action Item) (Pages 90-98)
6. Employee Compensation Program (Action Item) (Pages 99-100)

Re-Adopt Policies & Charters

7. Code of Ethics & Conflict of Interest Policy (Action Item) (Pages 101-106)
8. Investment & Deposit Policy (Action Item) (Pages 107-114)
9. Whistleblower Policy and Procedures (Action Item) (Pages 115-117)
10. Defense & Indemnification Policy (Action Item) (Page 118)
11. Finance & Audit Committee Charter (Action Item) (Pages 119-123)
12. Governance Committee Charter (Action Item) (Pages 124-127)
13. Property Disposition Guidelines (Action Item) (Pages 128-134)
14. Real Property Acquisition Policy (Action Item) (Pages 135-136)
15. Board Member Compensation, Reimbursement & Attendance Policy (Action Item) (Page 137).
16. Travel, Conferences, Meals & Entertainment Policy (Action Item) (Pages 138-144)
17. Statement of Duties & Responsibilities of the Board of Directors (Action Item) (Pages 145-147)

18. Statement of the Competencies & Personal Attributes Required of Board Members (Action Item) (Page 148)
19. Corporate Credit Card Policy (Action Item) (Pages 149-151)

7.0 Management Team Reports:

- 7.1 2020 Year in Review

8.0 Adjournment- Next Meeting April 28, 2021 (Annual Meeting)