



COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

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**MINUTES**  
**FINANCE COMMITTEE MEETING**  
**MARCH 8, 2017**

Time and Place: 10:30 a.m., 50 W. Main St., Suite 8100, Rochester, NY  
Present: Ann Burr (Vice Chair), Mary Worboys-Turner, Anthony Meleo,  
Jay Popli, Gary Collins  
Also Present: Jeffrey Adair, Mark Geise, Rachel Baranello-Endress, Charon Ramirez

In the absence of Chair Peter Buckley, the meeting was called to order by Vice Chair Ann Burr.

**Review Finance Committee Charter:** There were no changes recommended to the Charter. Upon a motion by Mary Worboys-Turner, and seconded by Anthony Meleo, a motion was carried to recommend approval of the Charter to the Board at the March 21, 2017 COMIDA meeting.

**Review Policies:**

Disposal of Assets: A Change was recommended in Section 2 to state that the Executive Director is the Agency's Contracting Officer. Upon a motion by Anthony Meleo, and seconded by Jay Popli, approval of the Disposal of Assets Policy will be recommended to the Board at the March 21, 2017 COMIDA Board meeting.

Investment & Deposit: There being no changes to the Investment and Deposit policy, a motion was made by Jay Popli, and seconded by Mary Worboys-Turner to recommend to the Board the approval of the Investment and Deposit Policy at the March 21, 2017 COMIDA Board meeting.

Purchasing: A change was recommended to the Purchasing Policy increasing the total cost requiring a proposal process from \$15,000 to \$20,000. This change is recommended by Harris Beach and mirrors the County policy. Upon a motion by Mary Worboys-Turner, and seconded by Jay Popli, a motion was carried to recommend the approval of the revised Purchasing Policy to the Board at the March 21, 2017 COMIDA Board meeting.

**Review Finance Committee Self Evaluation:** The Finance Committee Self Evaluation will be summarized and reviewed at the COMIDA Board meeting on March 21, 2017.

There being no other business to discuss, the meeting was adjourned.