

GREENE COUNTY ECONOMIC DEVELOPMENT CORPORATION
ORGANIZATIONAL PLAN

Board of Directors:

Voting:

Mark Maraglio, National Bank of Coxsackie
Stephen E. Nelsen, Bank of Greene County
Bradley W. Cummings, Pattison, Koskey, Howe and Bucci
Karen Deyo, Century 21 New West Properties
Eric P. Rasmussen, Hotel Vienna
Allen Austin, Bank of Greene County
Linda Overbaugh, Greene County Legislature

Ex-Officio (Non-Voting):

Dr. George Timmons, Designee of the Columbia-Greene Community College
Jeff Friedman, Greene County Chamber of Commerce
Rene Van Schaack, Greene County Industrial Development Agency

Officers:

Board Chair, Mark Maraglio
Board Vice-Chair, Stephen Nelsen
Karl Heck, Executive Director
Evelyn Donnelly, Secretary/Treasurer

Committee Assignments:

Governance (Allen Austin, Bradley Cummings, Karen Deyo)
Finance (Mark Maraglio, Steve Nelsen, Linda Overbaugh)
Audit (Bradley Cummings, Eric Rasmussen, Linda Overbaugh)
Loan Review (Mark Maraglio, Allen Austin, Linda Overbaugh)

Appointments:

Contracting Officer, Karl Heck
PARIS Primary Authorizer, Secretary/Treasurer
PARIS Certifier, Karl Heck
Code of Ethics Officer, Karen Deyo

Meeting Dates and Organizational Matters:

Forms

Conflict of Interest Form (Annually)
Certificate of Independence Form (Annually)

Filing Dates:

Budget Reports (PARIS), 60 days before start of fiscal year
Annual Reports (PARIS), 90 days before start of fiscal year
Independent Audit (PARIS), 90 days after the end of the fiscal year
Audit Committee Annual Report
Governance Committee Annual Report

Meeting Dates (Public Notices):

Annual Meeting, Not less than 10 days notice
Regular Meetings, Not less than 7 days notice
Special Meetings, Not less than 2 days notice
Audit Committee, Meets a minimum of twice per year
Governance Committee, Meets a minimum of twice per year
Finance Committee, Meets a minimum of twice per year

Training Dates:

Within one (1) year of appointment to the Corporation.

Certified Independent Accounting Firm:

Audit and Finance Committee shall recommend the certified independent accounting firm

Bank Depository:

Bank of Greene County

Office:

Greene County Economic Development Corporation c/o
Greene County Economic Development
411 Main Street, Catskill NY 12414
518-719-3290

Fiscal Year:

Calendar year