



CITYPLACE • 50 WEST MAIN STREET, SUITE 1150 • ROCHESTER, NY 14614
PHONE: (585) 753-2000 • FAX: (585) 753-2002

Wednesday, March 20, 2024
12:00 PM
CityPlace Building, 50 W. Main Street

Regular Board Meeting Agenda

1. Call to Order ⇒H. Abdul-Wahid
2. Approval of Prior Meeting Minutes ⇒H. Abdul-Wahid
3. Local Labor Report ⇒H. Abdul-Wahid
4. Financial Report ⇒G. Genovese
5. Audit Committee Report ⇒H. Abdul-Wahid
6. Review 2023 Financial Audit ⇒T. Zuber
Communicating Internal Control
Financial Statements
Letter of Communication
Single Audit
7. Finance Committee Report ⇒J. Barker
Employee Handbook Approval
8. Governance Committee Report ⇒Z. Phillips
9. Review and Approve Bylaws ⇒B. Carrigan
10. Re-Adopt Mission Statement ⇒A. Liss
& Approve Performance Measurement Report
11. Re-Adoption of Committee Charters ⇒B. Carrigan
Audit, Finance, and Governance

Next page...

12. Review/Re-adopt Policies ⇒B. Carrigan
 - Code of Ethics
 - Compensation, Reimbursement and Attendance Policy
 - Conflict of Interest Policy
 - SBA Conflict of Interest Policy
 - Defense and Indemnification Policy
 - Disposition of Property Policy
 - Extension of Credit Policy
 - FOIL Policy
 - Internal Controls Policy
 - Internal Controls Procedures (SBA)
 - Investment Policy
 - Local Labor Policy- recommended change*
 - Procurement Policy
 - Public Participation Policy
 - Records Retention
 - Sexual Harassment Prevention Policy
 - Travel and Business Expense Policy
 - Whistleblower Policy
 - Pay Equity Policy
13. Board Evaluation Summary ⇒H. Abdul-Wahid
14. PARIS Report Update ⇒A. Liss
15. Other Business ⇒H. Abdul-Wahid
 - Micro Loan Program Update
 - Small Business Fair
16. Adjournment ⇒H. Abdul-Wahid

The next meeting will be held 12:00 PM, Wednesday, April 10, 2024