



**ENERGY IMPROVEMENT CORPORATION (EIC)
Local Development Corporation**

Board Meeting Minutes: June 7, 2012

A meeting of the Board of Directors of EIC was held on Thursday, June 7, 2012, at 425 Cherry Street, Bedford Hills, NY 10507.

The meeting was called to order at 6:31pm by Mr. Thielking who acted as chair of the meeting.

PRESENT:

Andrew Chintz (Phone)	Kathryn Hoenig	Mark Thielking
Olivia Farr	Mary Beth Kass	
Mike Gordon	Lee Roberts	

Absent:

Neil Alexander	Tom Kelly	Leo Wiegman
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Others Present:

Tom Bregman	Jim Liao (Phone)
Joe DelSindaco	Jim Staudt

MINUTES:

On a motion by Lee Roberts and seconded by Mike Gordon, it was unanimously agreed to approve the May 3, 2012, minutes. All in favor, so be it

RESOLVED that the EIC Board of Directors meeting minutes of 5/3/12 is and approved and is accepted by the Board of Directors of which a copy is attached.

Abstained:

Olivia Farr	Kathryn Hoenig	MaryBeth Kass
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TRAVEL AND OTHER EXPENSE REIMBURSEMENT POLICY

The Board members present voted to ratify the May 3rd resolution to approve the amended Travel and Other Expense Reimbursement Policy. On a motion by Kathryn Hoenig and seconded by Lee Roberts it is unanimously agreed to ratify the May 3rd resolution to approve the Travel and Other Expense Reimbursement Policy. All in favor, so be it

RESOLVED that the amended Travel and Other Expense Reimbursement Policy is approved and accepted by the Board of Directors of which a copy is attached.

ENERGIZE ADVISORY and FINANCE ADVISORY COMMITTEES UPDATE

MaryBeth Kass and Tom Bregman provided an update on the Energize Advisory Committee. MaryBeth provided a historical background and current direction of the committee. Tom presented on deliverables, program components, funding and expenses.

Mark Thielking presented Financial Advisory Committee update with status on soft launch learning process, meetings to be set up with NWEAC Municipalities, Counties in NYS and other representative groups to present EIC Municipal package. Items to address, identifying funders and assign charter to establish finance committee to authorize the issuance of debt.

ENY ENERGIZE BENEFIT FINANCE HANDBOOK DISTRIBUTION

The Board members discussed the need of trademark for Energize logo and copyright of Handbook be explored and secured prior to its distribution. The Board voted on a motion by Mike Gordon and seconded by Lee Roberts to authorize the Chair to allow distribution of the Handbook after satisfying the Trademark and Copyright needs of EIC's programs.

MAY 2012 EXPENSES AND FUNDING UPDATE

Tom Bregman and Jim Liao provided update on May's expenses and funding. Present Board members agreed presentation form is acceptable with the addition of spend down chart by Grant be included.

ANTI-HARRASSMENT POLICY

Jim Staudt will review policy with outside council on the possibility to streamline the policy and create a simpler version

CREDIT CARD POLICY

Jim Staudt will review policy and provide comments/suggestions to Governance Committee. Tom Bregman will contact bank and obtain company credit card.

On a motion by Mark Thielking and seconded by MaryBeth Kass and all in favor, there being no other business before the Board, the meeting was adjourned at 8:53pm.

The next meeting of the EIC Board of Directors and EIC Annual Meeting will be held on July 12, 2012, at 6:15pm at the Town of Bedford's Offices at 425 Cherry Street.