



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

**Meeting Minutes: March 1, 2012**

A meeting of the Board of Directors of EIC was held on Thursday, March 1, 2012, at 425 Cherry Street, Bedford Hills, NY 10507.

The meeting was called to order at 6:26pm by Mr. Thielking who acted as chair of the meeting.

**PRESENT:**

Neil Alexander  
Andrew Chintz  
Olivia Farr

Mike Gordon  
Mary Beth Kass  
Tom Kelly

Lee Roberts  
Mark Thielking  
Leo Wiegman

**Absent:** Kathryn Hoenig

Others Present: Linda Whitehead and Jim Liao

MINUTES:

On a motion by Leo Wiegman and seconded by Olivia Farr, it was unanimously agreed to approve the minutes of the February 2, 2012, EIC Board meeting. All in favor, so be it

**RESOLVED** that the EIC Board of Directors Meeting Minutes of 2/2/12 are approved and accepted by the Board of Directors.

DIRECTOR of UNDERWRITING and PORTFOLIO ADMINISTRATION

On a motion by Tom Kelly and seconded by MaryBeth Kass it was unanimously approved to name Jim Liao as Director of Underwriting and Portfolio Administration. All in favor, so be it

**RESOLVED** that Jim Liao is appointed to the position of Director of Underwriting and Portfolio Administration.

PRESENTATION

Tom Bregman provided the Board with a brief update on the program's success and improvement of the flow of information between EnergizeNY and NYSERDA. EnergizeNY will participate at the NWEAC Leadership Summit on March 29<sup>th</sup>.

NYSERDA GRANT RFP2228 AGREEMENT WITH THE TOWN OF BEDFORD

A conference call of the Board will be held on Monday, March 5<sup>th</sup> at 3pm for the purpose of a discussion of said agreement and to grant approval to Tom Bregman to sign the agreement.

BANKERS PROFESSIONAL and GENERAL & MEDIA PROFESSIONAL LIABILITY POLICIES

Mark Thielking began a discussion of the need for said liability insurance coverage but will investigate further and will report back to the Board on the need and cost of such insurance at a later date.

AUDIT COMMITTEE

Due to committee member requirements specified in the EIC Bylaws, Leo Wiegman made a motion and seconded by Andrew Chintz to amend the Audit Committee Resolution of 2/2/12 that the members of the Audit Committee be revised naming Joe DeSindaco as an advisor to the committee leaving one vacant position. All in favor, so be it

**RESOLVED** that the Audit Committee members are Leo Wiegman, Chair; Mark Thielking, one vacancy and Joe DeSindaco, Advisor.

FINANCING TASKS

The Board reviewed the Energize Financing Package: Handbook, Pre-Application, Application, Agreement, and Lender Consent Form. Mark Thielking has asked all Board members to review each of these documents in detail and provide feedback by Thursday, March 8<sup>th</sup>. Pilot testing will begin on March 12<sup>th</sup>. Vendors for Finance Servicing will be discussed at the April 4<sup>th</sup> meeting.

On a motion by Neil Alexander and seconded by Mike Gordon, the Board ended the regular meeting at 9:33pm and reconvened in an Executive Session for the purpose of discussion of Personnel issues.

There being no other business before the Board, the meeting was adjourned at 9:40pm.

The next meeting of the EIC Board of Directors and EIC Annual Meeting will be held on April 5, 2012, at 6:15pm at the Town of Bedford's Offices at 425 Cherry Street.