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**Hamburg Industrial Development Agency  
Board of Directors Meeting**

**MEETING AGENDA**

**April 7, 2020 – 7:30am**

**Via - Zoom Teleconferencing due to COVID 19 Pandemic**

1. Roll Call
2. Reading and Approval of Minutes
3. Report of the Treasurer

- 2019 Audit

4. Executive Director Update:

**Unfinished Business**

- HIDA Sexual Harassment Training
- Conflict of Interest policy review
- 4307 South Park Avenue

**New Business** *(deadline for New Business is Thursday at 5:00)*

- Notice of Claim: Cheektowaga Concrete
- 2019 PARIS Reporting
- Policy Review
  - Audit Committee Charter
  - By-Laws
  - Code of Ethics
  - Combined Fee Schedule
  - Data Gathering Procedure
  - Defense / Indemnification of Officers & Employees Policy
  - Employee Compensation Program
  - Financial Disclosure Policy
  - Finance Committee Charter

5. Executive Session
6. Adjournment