

**Town of Malone, County of Franklin  
Industrial Development Agency  
Malone, New York 12953**

A regular meeting of the Town of Malone I.D.A. was held on Wednesday, March 13, 2024, at the Malone Town Offices, 27 Airport Road, commencing at 5:45 P.M.

**PRESENT:** Board Chairman, Andrea Stewart  
Board Member, Terry Maguire  
Board Member, Jody Johnston  
Board Member, Paul Walbridge  
Board Member, Brian Taylor

**ALSO PRESENT:** Town Clerk Abby Monica

**RECORDING SECRETARY:** Denice Hudson

The meeting was called to order by Board Chairman, Andrea Stewart, at 5:45 p.m.

**MINUTES:** On the motion of Board Member Terry Maguire with a second thereto by Board Member Jody Johnston to accept the minutes of the meeting of February 8, 2023, as presented and placed in the file. The motion was carried with voting as follows (5-0).

**NEW BUSINESS:**

**Motion:** Board Member Brian Taylor

**Second:** Board Member Terry Maguire

**Resolution (#1-2024)** – Real Property

The Motion carried with votes as follows (5-0)

**Motion:** Board Chairman Andrea Stewart

**Second:** Board Member Paul Walbridge

**Resolution (#2-2024)** – Operations and Accomplishments

The Motion carried with votes as follows (5-0)

**Motion:** Board Member Paul Walbridge

**Second:** Board Member Terry Maguire

**Resolution (#3-2024)** – Code of Ethics

The Motion carried with votes as follows (5-0)

**Motion:** Board Member Jody Johnston

**Second:** Board Member Brian Taylor

**Resolution (#4-2024)** – Investment Policy

The Motion carried with votes as follows (5-0)

**Motion:** Board Member Terry Maguire

**Second:** Board Member Jody Johnston

**Resolution (#5-2024)** - Procurement Guidelines

The Motion carried with votes as follows (5-0)

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**Motion:** Board Chairman Andrea Stewart

**Second:** Board Member Paul Walbridge

**Resolution (#6-2024)** – Organizational Chart

The Motion carried with votes as follows (5-0)

**Motion:** Board Member Paul Walbridge

**Second:** Board Member Jody Johnston

**Resolution (#7-2024)** – Whistleblower Policy

The Motion carried with votes as follows (5-0)

**Motion:** Board Member Jody Johnston

**Second:** Board Member Terry Maguire

**Resolution (#8-2024)** – Annual Board of Directors Evaluation

The Motion carried with votes as follows (5-0)

**Motion:** Board Member Terry Maguire

**Second:** Board Member Brian Taylor

**Resolution (#9-2024)** – Conflict of Interest Policy

The Motion carried with votes as follows (5-0)

**Motion:** Board Chairman Andrea Stewart

**Second:** Board Member Jody Johnston

**Resolution (#10-2024)** – Audit Report

The Motion carried with votes as follows (5-0)

**Motion:** Board Member Jody Johnston

**Second:** Board Member Terry Maguire

**Resolution (#11-2024)** – Defense and Indemnification Policy

The Motion carried with votes as follows (5-0)

**Motion:** Board Member Paul Walbridge

**Second:** Board Member Brian Taylor

**Resolution (#12-2023)** – Mission Statement

The Motion carried with votes as follows (5-0)

**TREASURER’S REPORT:** Balance in CD (Community Bank) \$42,805.80 and Balance in Public Fund Money Management Account (Community Bank) \$28,482.96. On the motion of Board Chairman Andrea Stewart with a second thereto by Board Member Paul Walbridge to accept the treasurer’s report. The motion carried with voting as follows (5-0).

**BILLS FOR AUDIT AND PAYMENT:** Bills presented for payment in the amount of \$1,564.71. Upon the motion of Board Member Terry Maguire with a second thereto by Board Member Paul Walbridge to pay the bills in the amount of \$1,564.71. The motion carried with voting as follows (5-0).

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**NEXT MEETING:** April 10, 2024 at 5:45 p.m.

**ADJOURNMENT:** On the motion of Board Member Paul Walbridge with a second thereto by Board Member Terry Maguire to adjourn IDA meeting at 5:55 p.m. The motion carried with voting as follows (5-0).



Denice A. Hudson, Secretary