



**Agenda**  
**Annual Meeting of the Sole Member**

March 21, 2024 11:00 a.m.  
In person at the Warren County Municipal Center

Sole Member: Kevin Geraghty

Committee Members:

Michael Wild  
Nathan Etu  
Robert Landry  
David Strainer  
Mark Smith  
Nancy Turner  
Eugene Merlino

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1. Annual Meeting of the Sole Member  
Kevin Geraghty
    - Appoint members formally to Board
  2. Adjourns to Audit & Finance Committee Meeting March 21, 2024



**Agenda for the Audit & Finance Committee Meeting held on  
March 21, 2024 immediately following the 11:00 a.m.  
Sole Member Meeting**

Committee Members:

Eugene Merlino  
Mark Smith

1. Review & Recommendation of Approval of 2023 Audited Financial Statements and Review of Internal Controls

*CEO Jim Siplon/ CFO Diane Dumouchel*

2. Adjourns to Annual Meeting of the WCLDC Board of Directors - March 21, 2024



## **Agenda for the Annual Meeting of the Board of Directors**

**March 21, 2024 immediately following the WCLDC Audit & Finance Committee Meeting – 11:00 a.m.**

### Committee Members:

Nathan Etu  
Robert Landry  
Eugene Merlino  
Mark Smith

David Strainer  
Nancy Turner  
Mike Wild

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| 1. | Welcome and Call to Order  | <i>Chair</i> |
| 2. | Election of Officers   | <i>Chair</i> |
| 3. | Committee Appointments   | <i>Chair</i> |
|    | <ul style="list-style-type: none"><li>• Governance</li><li>• Audit &amp; Finance</li><li>• Business Review Committee</li><li>• Business Support Committee</li><li>• Professionals Retained &amp; Approved Relationships</li></ul>  |              |
| 3. | Review and Approval of 2023 Audited Annual Financial Statements  | CEO/CFO      |
| 4. | Annual Certification by the CEO CFO of Annual Report   | CEO/CFO      |
| 5. | Review and Approval of PARIS Annual Report   | CEO /CFO     |
|    | <ul style="list-style-type: none"><li>• Mission &amp; Measurement Report</li><li>• Report of Accomplishments &amp; Projects</li><li>• Board Performance Evaluations – Re-Affirm for submission in June 2024</li><li>• Policies – Review &amp; Reaffirm<ul style="list-style-type: none"><li>1. Conflict of Interest</li><li>2. Compensation, Reimbursement &amp; Attendance</li><li>3. Code of Ethics</li><li>4. Whistleblower</li><li>5. Investment and Deposit</li><li>6. Travel</li></ul></li></ul> |              |

7. Procurement
8. Defense & Indemnification
9. Discretionary Funds
10. Fraud Prevention Policy and Response Protocols
11. Disposition of Real Property Services

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|-----|--|----------|
| 6.  | Review and Approval of PARIS Investment Report & Policy      | CEO /CFO |
|     | • Investment Report  |          |
| 5.  | Review and Approval of PARIS Procurement Report & Guidelines | CEO /CFO |
|     | • Procurement Report   |          |
|     | • Internal Control Assessment                                |          |
| 8.  | Approval of Service Provider Agreement – EDC to WCLDC        | Chair    |
| 9.  | Other Business   |          |
| 10. | Adjournment to Regular Board of Directors Meeting            |          |