

**CITY OF PEEKSKILL INDUSTRIAL DEVELOPMENT AGENCY**  
**Draft Governance Committee**  
**Meeting Minutes**  
**Tuesday, March 25, 2025, at**  
**7:00P.M.**  
**840 Main Street (2<sup>nd</sup> Floor Council Chamber), Peekskill, NY 10566**

Members of the public were provided access to listen to a live stream of this meeting via audio broadcast on the Government Access Cablevision Channel 78/Verizon Fios Channel 28 or the Peekskill website at <https://www.cityofpeekskill.com/129/Agendas-Minutes>. A recording will be posted on the PIDA website.

Board Members Present: Deborah Post, Alan Kravitz, Juliene Bell- Smith

Board Members Absent: Rohan de Freitas, Drew Claxton

Staff Present: Matthew Rudikoff, Executive Director; Julie Marshall & Adriana Baranello, Counsel; Abisoye Oridedi, Financial & Administrative Consultant

Also Present: Jeffrey Shaver, PKF O'Connor Davies

The Chair, Ms. Post at 7:05 PM opened the Peekskill Industrial Development Agency (PIDA), Governance Committee meeting.

Next Ms. Post introduced the next agenda item: Ratification of the Annual Meeting Resolution. Mr. Rudikoff explained that the resolution serves to reaffirm key organizational matters, including the re-adoption of policies, confirmation of Board officers and committees, staff designations, and general governance policies such as FOIL compliance. Mr. Rudikoff highlighted that a central component of the resolution is the formal acceptance of the annual audit, the auditor's management letter, and the PARIS Report. Section 1 includes the agency's Mission Statement, Performance Measures, and annual policy re-adoption. Section 2 outlines policies required under PAAA and PARA. Section 3 pertains to the Independent Auditor's Report and management letter presented earlier in the meeting. Section 4 references the PARIS Report, which was reviewed by the Board. Section 5 confirms officer roles: Ms. Post will continue as Chair, Ms. Claxton as Vice Chair, and Mr. Kravitz as Secretary. Sections 6 and 7 reaffirm that the Audit and Finance Committee and the Governance Committee will continue to function as committees of the whole. Section 8 confirms Mr. Rudikoff will remain Executive Director. Section 9 authorizes the timely submission of all required filings before the end of the month.

With no further questions, Ms. Post requested the Board re-adoption of policies. Mr. Kravitz made a motion to approve the annual meeting resolution, policies and recommend them for final approval and adoption. Ms. Bell-Smith seconded the motion.

Next Ms. Post introduced the agenda item: Review and Approval of Governance Committee Charter. No questions noted from the Board members. Mr. Kravitz made a motion to approve the Audit & Finance Committee Charter. Ms. Bell-Smith seconded the motion.

There being no further Governance committee business, Mr. Kravitz moved, and Ms. Bell-Smith seconded a motion to adjourn the meeting at 8:35 PM. Motion carried.