

**Riverhead IDA**  
**ANNUAL ORGANIZATIONAL MEETING**  
**ECONOMIC JOB DEVELOPMENT CORPORATION**  
**February 3, 2025 5:00 pm**  
**Riverhead Town Hall**

**P r o p o s e d A G E N D A**

- I. Call to Order**
- II. Adoption of Proposed Agenda**
- III. Approval of the Minutes** – Consideration of Minutes for a Meeting of Riverhead IDA Economic Job Development Corporation **RESOLUTION #03-25** Approves Minutes of January 6, 2025
- IV. ORGANIZATIONAL RESOLUTIONS #04-25A-E**
  1. Appointment of Officers **RESOLUTION #04-25A**
  2. Appointment of Committees **RESOLUTION #04-25B**
  3. Appointment of Counsel & CFO **RESOLUTION #04-25C-D**
  4. Authorizes Endorsements of Depository **RESOLUTION #04-25E**
- V. Treasurers Report – Resolution #05-25**
- VI. Committee Reports:**
  - a. Audit: None
  - b. Governance: Report
  - c. Finance Committee: None
- VII. Old Business:**
  - 1 Update on Riverhead Charter School
- VIII. New Business: None**
- IX. Adjournment**

**TOWN OF RIVERHEAD IDA  
ECONOMIC JOB DEVELOPMENT CORPORATION**

**DATED:** February 3, 2025

**#04-25A RESOLUTION DESIGNATES OFFICERS OF THE RIVERHEAD IDA  
ECONOMIC JOB DEVELOPMENT CORPORATION FOR THE ORGANIZATIONAL  
YEAR 2025**

offered the following resolution, which was seconded by

**WHEREAS,** in accordance with the By-Laws of the Riverhead IDA Economic Job Development Corporation, it is necessary to make appointment of the officers of the Agency at the annual meeting of the Corporation.

**NOW, THEREFORE, BE IT RESOLVED,** that the officers of the Riverhead IDA Economic Job Development Corporation be and are hereby appointed as follows:

|                     |                 |
|---------------------|-----------------|
| James B. Farley     | Chairman        |
| Lee Mendelson       | Vice Chairman   |
| Lori Ann Pipczynski | Secretary       |
| Douglas Williams    | Treasurer       |
| Barbara Rizzi       | Asst. Treasurer |
|                     | Asst. Secretary |

Vote:

Dated \_\_\_\_\_

\_\_\_\_\_  
Secretary/Asst.

**TOWN OF RIVERHEAD IDA  
ECONOMIC DEVELOPMENT CORPORATION**

**Dated:** February 3, 2025

**#04-25B RESOLUTION ESTABLISHES MEMBERSHIP OF 2025 COMMITTEES FOR  
THE RIVERHEAD IDA ECONOMIC JOB DEVELOPMENT CORPORATION**

offered the following resolution, which was seconded by

RESOLVED, that the following is the membership of the Board committees:

Audit Committee – **Chair Douglas Williams**, James Farley, Barbara Rizzi  
Governance Committee – **Chair Lee Mendelson**, James Farley, Lori Ann Pipczynski  
Finance Committee – **Chair Douglas Williams**, Barbara Rizzi, Lee Mendelson

Vote:

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SECRETARY/ASST. SECRETARY**

**TOWN OF RIVERHEAD IDA  
ECONOMIC DEVELOPMENT CORPORATION  
DATED:** February 3, 2025

**#04-25C RESOLUTION APPOINTING COUNSEL TO THE CORPORATION, BOND  
COUNSEL AND THE CHIEF FINANCIAL OFFICER**

offered the following resolution, which was seconded by

**WHEREAS**, the members of the corporation have received and reviewed letters of engagement for certified financial officer and previously for legal counsel and bond counsel.

**RESOLVED**, that Nixon Peabody, LLP be and is hereby appointed as general legal and bond counsel to the RIDA Economic Job Development Corporation for 2024 to be paid upon presentation of an itemized statement.

**RESOLVED**, that Denise M. Cooper, be and is hereby appointed as Chief Financial Officer and Contracting Officer to the Riverhead IDA Economic Job Development Corporation to be paid upon presentation of an itemized statement.

**Vote:**

Date: \_\_\_\_\_

\_\_\_\_\_  
Secretary/Asst. Secretary

**TOWN OF RIVERHEAD IDA  
ECONOMIC JOB DEVELOPMENT CORPORATION  
DATED:** February 3, 2025

**#04-25D RESOLUTION AUTHORIZING ENDORSMENT FOR DEPOSITORY  
ACCOUNTS**

offered the following resolution, which was seconded by

**WHEREAS** there has been a change to the membership of the corporation for the Riverhead IDA Economic Job Development Corporation, and

**WHEREAS** it is necessary to amend the current endorsements and authorized representatives to sign and otherwise act on behalf of the Agency,

**NOW THEREFORE BE IT RESOLVED**, that James Farley as Chairman, Lee Mendelson as Vice Chairman, Douglas Williams as Treasurer, Barbara Rizzi as Assistant Treasurer and Denise Cooper, Chief Fiscal Officer be and are hereby designated as the official authorized representatives to sign and otherwise act on behalf of the Riverhead IDA Economic Job Development Corporation with respect to accounts, banking transactions or services for the RIDA Economic Job Development Corporation as assigned to M & T Bank, and

**BE IT FURTHER RESOLVED**, that the corporation authorizes each of these designees to countersign checks of \$3000 or more that require dual signatures.

**Vote:**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary