

**Minutes of a Meeting of the
County of Clinton
Industrial Development Agency
Audit Committee
February 8, 2016**

The meeting was called to order by K. Defayette, Chairperson, at 11:46 a.m., at the offices of the County of Clinton Industrial Development Agency, 190 Banker Road, Suite 500, Plattsburgh, N.Y.

Members Present: Keith Defayette, Chairperson
Mark Leta, Vice Chairperson
David Hoover, Member

Members Excused: Trent Trahan, Member

Others Present: Roseanne Murphy, Executive Director
Barbara Shute, Recording Secretary

Reading and Consideration of the Draft Minutes of the CCIDA Audit Committee meeting of January 20, 2016:

K. Defayette waived the reading of the minutes of the January 20, 2016 regular meeting. He asked if there were any questions or discussion regarding the draft minutes, there was none. On a motion by M. Leta and seconded by D. Hoover, it was unanimously carried to approve the minutes of the January 20, 2016 regular meeting, as presented.

Old Business:

1. Discussion Regarding the migration of the Agency Website

R. Murphy noted that with the help of J. Dahlen she has secured a second bid for the migration of the Agency Website from a company called Growtrends. The cost for Growtrends to migrate the website was \$4,430 which is significantly higher than the Build Up Technology proposal. The Growtrends proposal also included an additional \$1,000 for a social media component.

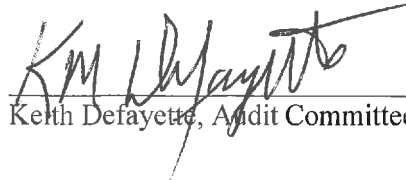
Given the greater cost of the new proposal and based on the success TDC has had with Build Up Technologies on their current website, staff recommend moving forward with the original quote from Build Up Technologies in the amount of \$1,600 for the migration to the new platform and \$120/month for website maintenance.

Action Items:

1. Recommend the migration of the Agency Websites for Consideration

On a motion by D. Hoover, seconded by M. Leta, it was unanimously RESOLVED to recommend the migration of the Agency website using the firm of Build Up Technologies and to move to the Full Board for acceptance and approval.

There being no further matters to discuss, the meeting adjourned at 11:59 p.m.



Keith Defayette, Audit Committee Chair