

**MINUTES
TOWN OF ISLIP
COMMUNITY DEVELOPMENT AGENCY
BOARD OF DIRECTORS MEETING
AUGUST 16, 2018
6:15 P.M.**

The Public Portion of the meeting was opened at 6:15 p.m. by Chairwoman Debra Cavanagh. Several members of the general public were present and one constituent addressed the Board regarding the enforcement of the Covenants and Restrictions in College Woods with regard to illegal rentals and basement/garage conversions. On a motion of Debra Cavanagh and seconded by Jarett Gandolfo the public portion of the meeting was closed at 6:22 p.m.

The regular portion of the meeting was opened at 6:22 p.m. by Chairwoman Debra Cavanagh. Other members present for the Board of Directors were Jarett Gandolfo, Timothy Morris and Ryan Kelly. Present for the CDA were Executive Director James Bowers, Chief Financial Officer Salvatore Matera, Affordable Housing Director Robert Kuri, General Counsel Robert T. Fuchs and Assistant Director Julia MacGibbon.

1. **MINUTES OF MEETING** – On a motion of Jarett Gandolfo, seconded by Debra Cavanagh, the minutes of the Board of Directors meeting held July 12, 2018 were approved by all without change.
2. **AUTHORIZATION OF THE AMENDED FY BUDGETS** – On a motion of Timothy Morris, seconded by Jarett Gandolfo and approved by all, the Board adopted the Amended Fiscal 2016 Annual Plan and Budget under the Town of Islip’s 2015-2019 Consolidated Strategy and Plan Submission for Housing and Community Development. Please see attached.
3. **AUTHORIZATION TO ADD SIGNATORY** – On a motion of Jarett Gandolfo, seconded by Ryan Kelly and approved by all, authorization was granted for the new Executive Director James Bowers to sign all Agency related documents and to be a signatory on all Agency Bank Accounts.

On a motion of Debra Cavanagh, seconded by Jarett Gandolfo the Board went into Executive Session to discuss new employee hiring procedures. The Board directed the Executive Director to make any general staff hires as required. All management hires must be approved by the Board of Directors. On a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, the Executive Session was closed and the Board went back into regular session at 6:35 p.m.

Discussion:

1. Up-date of current activities
2. Affordable Housing Lottery Date – August 16, 2018 at 4:30 Town Board Room
3. Next Board Meeting September 13, 2018

There being no further business to come before the Board, on a motion of Debra Cavanagh, seconded by Jarett Gandolfo and approved by all, the meeting was adjourned at 6:36 p.m.

Respectfully submitted:

Julia E. MacGibbon
Assistant Secretary

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