



**NEW YORK**  
STATE OF  
OPPORTUNITY.

## **Agriculture & NYS Horse Breeding Development Fund**

### **\*\*\* PUBLIC NOTICE AND MEDIA ADVISORY \*\*\***

**WHAT:** Meeting of the Agriculture and NYS Horse Breeding Development Fund

**WHEN:** Wednesday April 18, 2018 at 1 p.m.

**WHERE:** Harness Racing Museum  
240 Main Street  
Goshen, NY 10924

### **MEETING AGENDA**

1. Call to Order
2. Nomination of Presiding Officer
3. Consideration of Meeting Minutes for January 19, 2018
4. Consideration of Grant Applications
  - a. Presentations by applicants
  - b. Consideration of awards
5. Capital Hill Management Services Update
6. Consideration of Administrative Services Contract
7. Consideration of 2018 County Fair Schedule
8. Annual Review of Fund Policies
  1. Affirmative Action Policy
  2. Cash Receipts Policy
  3. Collection Procedures Policy
  4. Communications and Computers Policy
  5. Credit Card Policy
  6. Disposal of Property Policy
  7. Equipment Control Policy
  8. Grants Policy
  9. Hiring Policy
  10. Internal Controls Policy
  11. Investment Policy
  12. Lobbying Policy
  13. Minority and Women Owned Business Enterprises Policy
  14. Project Sunlight Policy
  15. Procurement Guidelines
  16. Record Management, Retention and Destruction Policy
  17. Sexual Harassment Policy

**Agriculture & New York State Horse Breeding Development Fund**  
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18. Time and Attendance Policy
19. Travel Policy
20. Uncashed/Undeposited Checks Policy
21. Workplace Violence Policy
22. Whistleblower Policy
9. Consideration of Process for Night of Champions Proposals for 2019
10. Annual Financial Audit Report Update
11. Designation of Representative to Sign Executive Director Employment Agreement
12. New/Old Business
13. Adjourn