

## **Columbia County Industrial Development Agency 2024 Discharged Duties**

### **Audit Committee:**

- Reviewed and approved committee charter, committee evaluation, internal controls and 2023 discharge of duties.
- Reviewed and recommended to the full board the 2023 audited financials.
- Approved Audit Engagement Letter 2023

### **Finance Committee:**

- Reviewed and recommended to the full board: quarterly treasurer's reports, 2025 budget.
- Reviewed and approved: committee charter, committee evaluation, 2023 discharge of duties and the 2023 Investment Report

### **Governance Committee:**

- Reviewed and recommended to the full board: 2023 compliance calendar internal controls,
- Reviewed and approved committee charter, 2022 discharged duties and committee evaluation.

### **Full Board:**

- Appointed: corporate officers, corporate attorney, corporate accountant, administrative officer and staff, committee members, ethics and procurement officers.
- Reviewed and approved corporate policies and procedures, banks and accounts, 2024 compliance calendar, 2023 committee discharges duties, 2023 internal controls statement, 2023 performance goals report, 2024 mission and measurements statement, 2023 operations and accomplishments, 2023 Investment Report, 2024 CEDC contract with the IDA, 2023 confidential board evaluation, 2025 budget, 2024 meeting schedule, committee charters, 2023 audit and related correspondence.
- Reviewed and updated the Uniform Tax Exempt policy and the Uniform Criteria for Project Evaluation
- Heard project updates.
- Held 2 Public Hearing for project applicants,
- Approved the assignment and assumption of the 41 Cross Street Hospitality LLC project to HN MacArthur 41 Cross Street Owner, LLC
- Approved 2024 Audit Engagement letter.