



Agriculture & NYS Horse Breeding Development Fund

For Immediate Release: December 5, 2016

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*** PUBLIC NOTICE AND MEDIA ADVISORY ***

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

WHEN: Thursday, December 8, 2016 at 10:00 a.m.

WHERE: 10B Airline Drive, Colonie, NY 12235

MEETING AGENDA

1. Call to Order
2. Nomination of Presiding Officer
3. Consideration of Meeting Minutes for May 4, 2016
4. Consideration of 2017 Budget
 - a. Grants
 - b. Breeder Awards
 - c. Out of Competition Testing
 - d. County Fair Testing
 - e. Field Inspectors
5. Discussion of 2017 Contract for Advertising, Promotional & Related Services
6. Consideration of NYSS Conditions - 2017
 - a. New York Sire Stakes
 - b. New York Excelsior Series
 - c. New York County Fair Series
7. Consideration of Sire Stakes Schedules – 2017
 - a. New York Sire Stakes
 - b. New York Excelsior Series
8. Consideration of Purses – 2017
 - a. New York Sire Stakes
 - b. New York Excelsior Series



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9. Annual Review of Fund Policies
 - a. Violence in the Workplace
 - b. Sexual Harassment Policy
 - c. Affirmative Action Policy
 - d. Cancellation of Undeposited/Uncashed Checks
 - e. Project Sunlight
 - f. Minority and Women Owned Business Enterprises
 - g. Lobbying Policy
 - h. Hiring Policy
 - i. Equipment Control Policy
 - j. Communications and Computers
 - k. Credit Card Policy
 - l. Cash Receipts Policy
 - m. Collections Procedures /Policy
 - n. Procurement Guidelines
 - o. Whistle Blowing Policy
 - p. Records Retention Policy
 - q. Investment Policy
 - r. Disposal of Property Policy
 - s. Grants
 - t. Internal Control Policy
 - u. Time and Attendance Policy
 - v. Travel Policy

10. Annual Financial Audit Review - Status

11. Zweig Fund Meeting - Update

12. Update on Banking Services

13. New/Old Business

14. Adjourn

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