



***** 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:** Department of Agriculture and Markets Building
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
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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