

## **Minutes**

### **Mayor's Fund to Advance New York City Meeting of the Board of Directors**

City Hall, Monday October 27, 2014

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**Officers in attendance:** Darren Bloch and David Sheehan

**Members in attendance:** Henry Berger, Richard Buery, Gabrielle Fialkoff, Maya Wiley

**Also in attendance:** Leora Hanser, Gloria Noel, Anthony Perez, Amber Thiel, Toya Williford and Emily Wurgaft

#### **I. Business**

Darren opened the meeting presenting the first order of business to adopt the minutes from the previous Board Meeting on June 13, 2014. Henry Berger moved to approve. Maya Wiley seconded. All Board Members voted unanimously to adopt.

Darren moved to the election of officers. The Resolution elected Leora Hanser as Secretary (a non-voting Board Officer). Henry Berger moved to approve. Richard Buery seconded. All Board Members voted unanimously to approve.

Darren moved to the appointment of Committee Members. The resolution appointed Gabrielle Fialkoff, Maya Wiley, and Henry Berger to the Audit and Finance Committee and appointed Gabrielle Fialkoff, Richard Buery, and Henry Berger to the Governance Committee. Henry Berger moved to approve. Richard Buery seconded. All Board Members voted unanimously to approve.

#### **II. Management and Policies**

Darren provided an overview of the Mayor's Fund's Code of Ethics and Conflicts of Interest Policy which incorporates the requirements of the PAAA and the Not-for-Profit Corporation Law. The policy follows a format similar to the policies of other City entities subject to the PAAA including New York City Economic Development Corporation, Brooklyn Bridge Park Corporation, and Hudson Yards Infrastructure Corporation. Henry Berger moved to approve. Gabrielle Fialkoff seconded. All Board Members voted unanimously to approve. No board member disclosed any "interest."

Darren moved to the adoption of the Mayor's Fund Administrative Fee Policy which deviates from the 8% retainage and implements an administrative fee on contributions on a fee scale: 0% for contributions under \$5,000.00 received from a donor; 7% for contributions at/over \$5,000.00 and under \$500,000.00 received from a donor; and 5% for contributions at/over \$500,000.00 received from a donor. The policy delegates the Fund's Executive Director the discretion to vary or waive the administrative fee scale set forth in this resolution based on factors including, but not limited to: the scale and duration of the program, the level of the Fund's direct management activity in the program, and/or consideration of the particular emergency/relief effort the contribution would support. Richard Buery moved to approve. Gabrielle Fialkoff seconded. All Board Members voted unanimously to approve.

#### **III. Financials**

Darren provided an overview of the Mayor's Fund net assets and account balances as an update to the financials provided at the April 4, 2014 Directors meeting.

Richard Buery moved to adjourn the meeting.  
Gabrielle Fialkoff seconded.  
Meeting adjourned.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Leora Hanser". The signature is written in a cursive style with a long horizontal stroke at the end.

Leora Hanser  
Secretary