

To: **EDC Board Members**

Re: **Minutes of July 18, 2017 Regular Monthly Meeting of the Board of Directors**

Present: Arleen Girard, Chair
Mitch Amado – Treasurer & Chair of Audit & Finance Committee
Jeff Byrne – Secretary
Dr. Kristine Duffy – Representative SUNY Adirondack
Harold “Bud” Taylor, Representative, Warren County
John Strough – Representative, TOQ
Matt Fuller – Director, Chair of Governance Committee

Absent: Chris Barden, Vice Chairman
Derek Basile, Director
Judy Calogero – Representative, City of Glens Falls
Jim Siplon, Director

Guests: Bill Toscano, Post Star

Staff: Ed Bartholomew, President/CEO
John Wheatley, Vice President
Jennifer Switzer, Director of Finance/CFO
Elaine Behlmer, Office Administrator, Acting Secretary

On July 18, 2017 the Board of Directors for the Economic Development Corporation met in the Saratoga Room on the 2nd Floor at EDC Offices located at 333 Glen Street, Suite 101 in Glens Falls, New York for its Regular Monthly Meeting of the Board of Directors. The following items of business were discussed:

I. Welcome & Call to Order: EDC Chair Arleen Girard called the meeting to order at 8:05 a.m.

II. Approval:

- EDC Regular Monthly Meeting Minutes June 20, 2017
- EDC Governance Committee Meeting Minutes June 9, 2017

All minutes were forwarded to EDC Board of Directors for review and approval prior to the meeting. A motion is made by John Strough, seconded by Matt Fuller and carried unanimously to approve EDC Regular Monthly Meeting Minutes June 20, 2017 and EDC Governance Committee Meeting Minutes June 9, 2017.

III. Financial Update:

- **Ratify June Financials & Payment of Bills:**

CFO Jennifer Switzer provided highlights on EDC financials and reported the Accounts Payable and Accounts Receivable are included in financial report with nothing out of the ordinary. The Statement of Activity for June reflects timing issues with Warren County contract \$25000 for

Route 9 Corridor Project, Annual Luncheon budgeted for May with event in June and personnel due to 5 weeks payroll.

The Statement of Activities year-to-date total membership contribution reflects invoicing of 2016 members with product improvement budget reflecting work for Exit 20 corridor study and other planned work not yet started.

A motion is made by Matt Fuller, seconded by John Strough and carried unanimously ratifying June 2017 Financials & Payment of Bills.

IV. Reports of Committees:

- **Audit & Finance Committee;** Nothing new to report.
- **Governance Committee;** Nothing new to report.

V. President & CEO Report: CEO Ed Bartholomew discusses monthly cycle of multitasking with regards to Round 7 CFA process now underway and meetings with municipal and private businesses for applications due on July 28th. The *EDC Warren County Economic Development Strategic Plan – July 2017 Update Report* is distributed and kept on file with the minutes along with a copy of the *CEO Report – EDC Board Meeting July 18th, 2017 presentation*. Ed reviewed a power point presentation and advised he's working with three applicants on next year's projects since he's found some businesses aren't ready when starting in May for July deadline. Resolutions of support for Round 7 CFA's will be discussed later in the meeting. Ed reviews EDC's assistance regarding \$2 million grant for City with final steps submitted to the state for funding to the City and Coalition. He apprised EDC continues to work with Argyle Cheese on finalizing plans for new manufacturing facility to be located on Pruyn's Island. Other highlights discussed include: EDC Annual Luncheon on June 27th with featured keynote speaker James C. Clemmer, CEO of AngioDynamics and an expanded sponsorship of 7; Airport Advisory Committee EDC Participating Member & Assisting with RFP for FBO (John Wheatley is a member of Advisory Committee co-chaired by Rachel Seeber); (Bud Taylor enters the meeting at 8:18 a.m.) proposed Airport Development Zone Potential CFA Round 7 to include 758 acres; Pruyn's Island Improvement Project to include expanded pedestrian and bicycle trails along the Hudson River on Pruyn's Island and a pedestrian and bike bridge across the Feeder Canal with a modest "welcome center". The City will seek a grant from the state; the state requires only a 25 percent local match in funding. Continuing Ed discusses the 2017 5th Adirondack Challenge hosted by Governor Cuomo and coordinated by ORDA to promote tourism and recreational opportunities in Upstate New York. Supervisor John Strough participated. Jeff states 15-20 state legislators were present. Some of these include Empire State Development President, CEO and Commissioner Howard Zensky, DEC Commissioner Basil Seggos and Senator Betty Little. JUST water was available and on tables at the event. Over 40% of the people in attendance had not been in the Adirondacks before. Ed opined Senator Little has been the best lobbyist for the region. Next, the Exit 17 rest area is discussed with Jeff Byrne providing background information to board members starting four years ago with a meeting with Mike Consuelo of Lake George Regional Chamber of Commerce to see what could be done. Further meetings were held with Senator Little and DOT with \$1 million received to upgrade the rest area to more of a welcome center with a positive impact on tourism. A discussion followed. At the conclusion of Ed's presentation, he speaks of using more digital and electronic means for promotion and working with Joanne Conley and Supervisor Gene Merlino to create a promotional video of

county to show tourism and economic development in region. Jeff thanks everyone for collaboration of efforts.

VI. Other Business

- Resolution Approving Service Contract with Bolton Local Development Corporation for the period of July 1, 2017 through June 30, 2018.

Ed reports contract is \$2500 annually in semi-annual payments of \$1250 for EDC's professional services and Jennifer Switzer's assistance in connection with BLDC reporting and compliance with the Public Authorities Accountability Act.

- Resolution of Support for the City of Glens Falls' CFA Application Round 7 CFA Pruyn Island funding initiative application through NYS Department of State Local Waterfront Revitalization for greater connectivity and access improvements to Pruyn Island, Haviland's Cove, Feeder Canal and Hudson River area.
- Resolution of Support for the Town of Queensbury's CFA Application Round 7 for Community Development Funding.

Supervisor John Strough thanks Ed for his assistance for Queensbury.

- Resolution of Support for the Town of Bolton's CFA Application Round 7 for further park improvements including a new bandstand, two terraces and accessible route from the lower parking area tennis court.

Ed reports this is Bolton's 5th year applying for Veteran's Park and next year Bolton will go through same process for Roger's Park.

A motion is made by Mitch Amado seconded by Matt Fuller and carried unanimously to approve all resolutions presented above.

VII. Next Meeting **No meeting in August. Next meeting:** Tuesday, September 19, 2017 - 8:00 A.M. - EDC Regular Monthly Meeting of the Board of Directors in the Saratoga Room on the 2nd Floor at EDC's offices located at 333 Glen Street, Suite 101, Glens Falls, NY unless otherwise notified.

VIII. Executive Session if necessary: Not necessary.

IX. Adjournment: Upon no further business to come before the EDC Board of Directors Chair Arleen Girard adjourned the meeting at 8:35 a.m.