

To: **EDC Board Members**

Re: **Minutes of September 15, 2015 Regular Monthly Meeting of the Board of Directors**

Present: Chuck Barton – Chairman
Chris Barden – Vice Chairman
Judy Calogero – Representative, City of Glens Falls
Dr. Kris Duffy - Director
Mitch Amado, Director
Matt Fuller, Director
Jeffery Byrne – Secretary, Chair Governance Committee
John Strough – Representative, TOQ

Absent: Arleen Girard – Treasurer & Chair of Audit & Finance Committee
Kurt Jaeger – Director
Harold “Bud” Taylor, Representative, Warren County

Guest: Maury Thompson, *Post-Star*
Travis Whitehead

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

On September 15, 2015 the Board of Directors for the Economic Development Corporation met in the Conference Room at EDC Offices located at 234 Glen Street 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:** Chairman Chuck Barton called the meeting to order at 8:05 a.m.

II. **Approval:**

- Regular Monthly Meeting Minutes July 21, 2015
- Governance Committee Meeting Minutes July 14, 2015
- Audit & Finance Committee Meeting Minutes August 18, 2015
- Strategic Planning Minutes August 28, 2015

A motion is made by John Strough, seconded by Jeff Byrne and carried unanimously to approve the Regular Monthly Meeting Minutes July 21, 2015, Governance Committee Meeting Minutes July 14, 2015 as amended, Audit & Finance Committee Meeting Minutes August 18, 2015 and Strategic Planning Minutes August 28, 2015.

III. **Financial Update:**

Approval of July and August Financials & Payment of Bills: Jennifer Switzer provides an update stating EDC is in good cash position as far as cash flow. She refers to list of accounts receivable and payable with nothing out of the ordinary and reviews the July and August highlights sent to all board

members and kept on file at EDC with the minutes. A brief discussion follows on merger with HRLDC along with asset transfer with Audit & Finance voting on board designated recommendation of assets. A motion is made by Jeff Byrne, seconded by Dr. Kris Duffy and carried unanimously to approve the July and August Financials & Payment of Bills 7/1 – 7/31 and 8/1 – 8/31.

IV. Reports of Committees:

Audit & Finance Committee: Audit & Finance Committee Chair Arleen Girard states a meeting will be scheduled to recommend approval of budget for ABO filing of October 1st.

Governance Committee Report: Governance Committee Chair Jeff Byrne reports there is nothing new and a meeting will be scheduled before EDC's Regular Monthly Meeting of the Board of Directors scheduled on October 20, 2015.

V. President & CEO Report: Ed Bartholomew states the proposed request for qualifications to assist EDC for an updated strategic plan will be available tomorrow for review with RFQ out by next week. He requests a resolution of support from EDC for the State Boys Basketball Tournament bid on September 25th. EDC has been working with selection committee and coalition to assist along with Senator Little's Office to keep the tournament here. Glens Falls' current three-year contract to host the tournament is through 2016. Discussion. A motion is made by John Strough, seconded by Chris Barden and carried unanimously in support of the New York State Boys Basketball Tournament bid to keep tournament in Glens Falls. Ed speaks of small loans and uptick in applications for expansion and job creation or equipment upgrades along with firms on mid-sized expansions. All are positive signs for region. Ed continues to make monthly reports to Warren County Board of Supervisors and Town trips.

A question is posed by Travis Whitehead regarding the additional donor for the Route 9 Traffic Study. All is being negotiated at this time and cannot be disclosed. Travis also expresses his concern regarding Hacker Boat's decision to not move into the Queensbury Business Park and a better use of land as a concern if there are no jobs. A brief discussion follows. Ed assures all Hacker's focus is to remain in the County and all will be determined in a few weeks.

VI. Other Business

- **Approval of MOU with EDC and Lake Champlain-Lake George Regional Planning Board.** Discussion. A motion is made by Matt Fuller, seconded by John Strough and carried unanimously for approval of MOU with EDC and Lake Champlain-Lake George Regional Planning. Board with a copy of MOU on file at EDC Offices.
- **Approval of MOU with EDC and Capital Regional Economic Development Council.** Discussion. A motion is made by John Strough, seconded by Matt Fuller and carried unanimously for approval of MOU with EDC and Capital Regional Economic Development Council with a copy of MOU on file at EDC Offices.

VII. Next Meeting: Next Meeting Tuesday, October 20, 2015 – 8:00 a.m. EDC Regular Monthly Meeting of the Board of Directors at EDC Offices located at 234 Glen Street, Glens Falls unless otherwise notified.

VIII. Executive Session: No Executive Session.

IX. Adjournment: Upon no further business to come before the EDC Board a motion to adjourn the meeting is made by Judy Calogero, seconded by John Strough and carried unanimously. The meeting is adjourned at 8:47 a.m.