

To: *EDC Board Members*

Re: *Minutes of January 16, 2018 Regular Monthly Meeting of the Board of Directors*

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

Absent: Derek Basile, Director
Judy Calogero – Representative, City of Glens Falls

Guests: Michael Goot, Post-Star
Maury Thompson, MDT Publishing
Alex Rotolo – Rep. for Derek Basile of Finch

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

On January 16, 2018 the Board of Directors for the Economic Development Corporation met in the Community 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 welcomed all to a snowy and cold first meeting of the year and called the meeting to order at 8:02 a.m.

II. **Approval:**

- EDC Regular Monthly Meeting Minutes December 19, 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 Bud Taylor and carried unanimously to approve EDC Regular Monthly Meeting Minutes December 19, 2017.

III. **Financial Update:**

- Ratify December Financials & Payment of Bills:

CFO Jennifer Switzer provided highlights on EDC financials for December 2017 and Year-to-Date. EDC continues to be in good cash position with revenues and expenses generally in line with projections. The Account Receivable and Payable listing is attached to financial packet distributed.

Jennifer Switzer reports EDC is in great cash position. She refers to the Statement of Activities for December. For member contribution, the negative amounts reflect adjustments to event income to remove invoices, insurance business is for adjustment for pre-pays at year-end, personnel for over budget due to timing and 5 weeks of payroll in month of December with computer and related reflecting record of in-kind contribution with Adirondack Technical Solutions recorded and recognized at end of year. The Year-to-Date reflects same information as discussed in previous months. Jennifer noted the auditor will be at EDC offices for field work on January 29th.

A motion is made by Dr. Kris Duffy seconded by Chris Barden, and carried unanimously ratifying December 2017 Financials & Payment of Bills.

IV. Reports of Committees:

- **Audit & Finance Committee:** Jennifer Switzer states new reporting for not for profits has been reviewed with EDC in compliance.
- **Governance Committee:** Chair of Governance Matt Fuller advises the committee will meet again next month and make a recommendation at board meeting on 2/27 for board seat in order to be ready for annual meeting in March. Board terms will be carried out with no appointments mid-term. By-law changes have been reviewed along with revised policies from spring of 2017. There are no new revised policies at this time.

V. President & CEO Report: Ed Bartholomew, President & CEO, explains why meeting location is different due to broken pipes on 2nd floor with water pouring in when a piece of marble on building fell off. This allowed the opportunity for EDC to use a different conference room. Ed reviews his President & CEO report with board members commencing with Governor Cuomo's State of the State Address in Albany on January 3rd and the Governor's release of a proposed budget today provided at State of the State. EDC coordinated NY State of the State Presentation at Crandall Library on January 8th with Acting Commissioner of the State Department of Motor Vehicles Terri Egan presenting. Ed appreciates the cooperation of Crandall Library and staff for use of meeting space at no charge to EDC. He reviews the State of the State Proposals Impacting Economic/Community Development (pages 8 and 9) in *CEO Report – EDC Board Meeting – January 16, 2018* (attached and kept on file with the minutes). (Alex Rotolo enters the meeting at 8:15 a.m.) Briefly discussed is the creation of a new NYS Office of Workforce Development and Governor's attempts on new strategy and more available grants throughout the year. Jeff Byrne provides a quick update on proposal to bring World University Games back to Lake Placid in 2023. Jeff states it's an 11 day event with 13 locations and proposal includes having events at Gore for some competition. The final bid is due on 3/2 with a decision soon. An update follows on the SUNY Adirondack Culinary Arts Center relocation to 14 Hudson building in Glens Falls. SUNY Adirondack President Kris Duffy speaks about move to Bay Road location 5 years ago and running out of space allowing a perfect opportunity to find the right location. The space will not only allow the college to expand offerings for students, but will provide fun programs for downtown employees and residents. Kris advises on rise in cost at 35 percent over the initial budget because the project required competitive bidding and payment of prevailing wages. She provided information on various funding sources. Ed informs board members of resolution of support with recommends passed last Thursday at the Glens Falls LDC & IDA meetings to NYS DRI minor budgetary adjustment for additional funding as requested by SUNY Adirondack (\$100,000) for the SUNY Culinary Downtown Project. Ed advises the action would not involve any new money and would just shift funds within the \$9.7 million state grant. The Culinary Arts Center is a key project

of the downtown revitalization plan to create an AWE (arts, wellness and entertainment) district and completely consistent of what we are trying to do per Jim Siplon.

A motion is made by Matt Fuller seconded by Bud Taylor in support of the recommendation of SUNY Adirondack for \$100,000 to be budgeted from DRI for SUNY Culinary Downtown Project.

Continuing with his CEO Report Ed speaks of 1) the success of first year of Christmas Town Train in Stony Creek 2) funding provided from Warren County LDC for New Way Lunch in Warrensburg along with Nettle Meadow Farms in Thurman, NY who is internationally known for its goat cheese. Congratulations are extended to Joe Girard III and his family for his all-time leading scorer in section II Boys Basketball and helping to keep Glens Falls on the map.

Chair Arleen Girard refers to contract resolutions.

Other Business:

- Resolution to approve and authorize signing of annual contract with GFIDA, GFLDC and GFCDC by Chair Arleen Girard with a total contract amount of \$17,500. (Arleen questions if contract is the same language as last year. Ed advises contract is same but went from \$15,000 in 2017 to \$17,500 in 2018.)
- Resolution in appreciation for McLean family for operating Christmas train during past holiday season from Saratoga to Christmas Town in Stony Creek.
- Resolution to approve and authorize signing by Chair Arleen Girard of the Community Economic Development Services agreement with the City of Glens Falls with a total contract amount of \$30,000. (Arleen questions if contract language is the same as last year. Ed advises contract is the same as last year. Total contracts \$47,500.)

A motion is made by Jeff Byrne, seconded by Mitch Amado and carried unanimously to accept resolutions presented for contracts and train.

Ed recognizes Alex Rotolo as representative for Derek Basile.

Jeff Byrne thanks EDC for work done for CFA funding and Matt Fuller states the North Country did well. Briefly discussed is making sure process starts early. Also discussed is tax reform as possible topic for upcoming EDC Outlook Breakfast along with other EDC events including Breakfast, Ski Day at Gore, Annual Luncheon and Dec. Holiday Mixer.

VI. Next Meeting: Tuesday, February 27, 2018 - 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. Location unknown at this time.

VIII. Executive Session if necessary: Not necessary.

IX. **Adjournment:** Upon no further business to come before the EDC Board of Directors upon motion by Kris Duffy seconded by Bud Taylor and carried unanimously, the meeting was adjourned at 8:237 a.m.



Warren County, NY

CEO Report - EDC Board Meeting

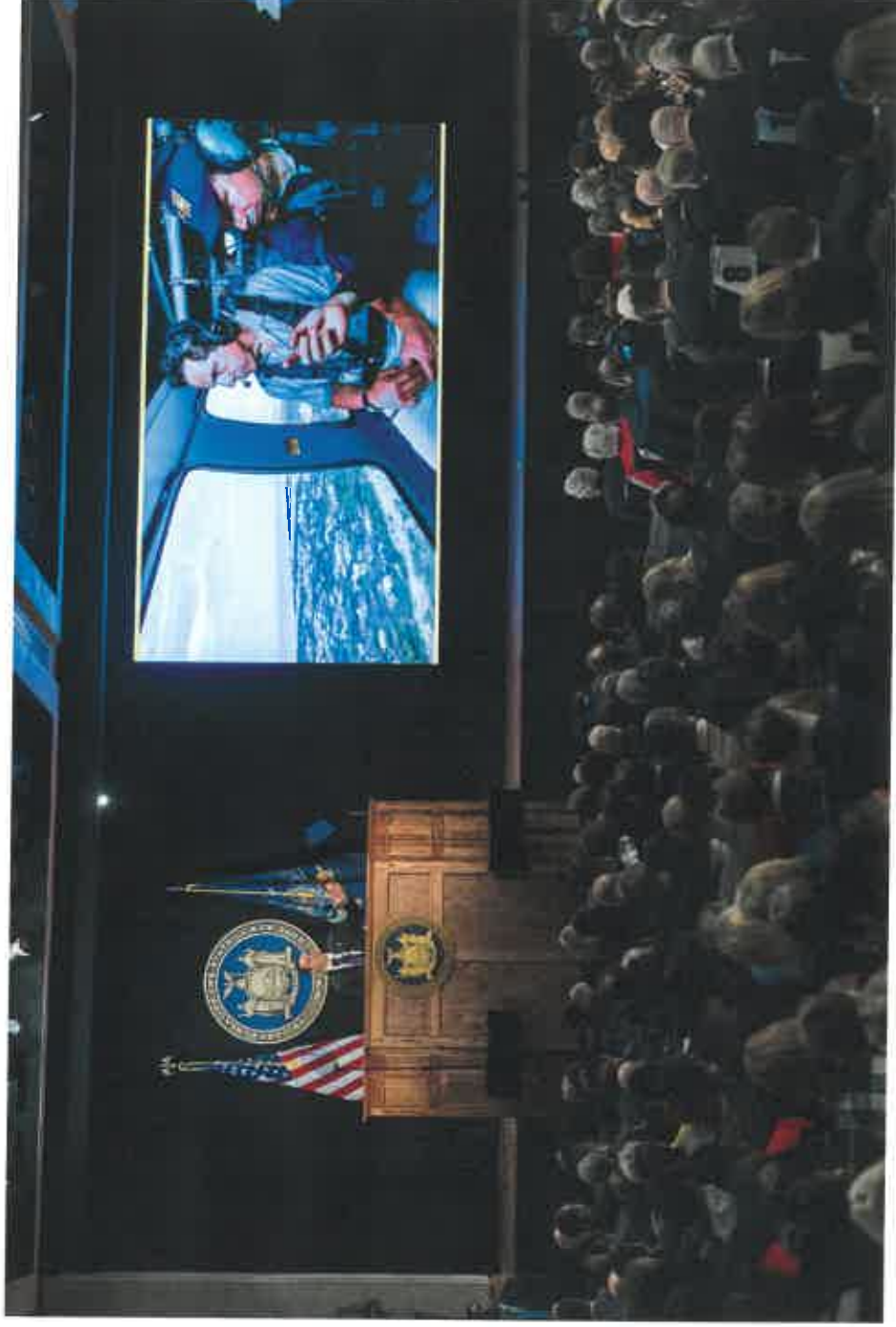
January 16th, 2018

EDC Attended Gov. Cuomo's State of the State Address – Albany Jan.3rd



EDC Plan #: 2.4 NYS & Fed funding

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EDC Coordinated NY State of State Presentation at Crandall Library Jan.8th



EDC Plan #: 1.8 Special Events

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S.O.S. Proposals Impacting Economic/Community Development

- Reauthorize & Expand MWBE Program to All State Funded Contracts
- Require Outreach & Comp Homeless Services Plan From Each Local Social Services District
- Establish New \$175 Million CFA for Workforce Investments via REDC's in Targeting Emerging Fields
- Create New NYS Office of Workforce Development
- \$750 Million for Round 8 of CFA's
- Expand NY Works Youth Program
- NY Broadband Round III - Broadband for All

S.O.S. Proposals Impacting Economic/Community Development

- Building 21st Century Infrastructure – Transit, Roads, Bridges, Airports
- Clean Renewable Energy Storage Initiative
- Promote NY Agriculture via Taste NY & New Marketing
- Launch Round 3 of Downtown Revitalization
- Increase Year-Round Tourism for Upstate via World Class Attractions at Mountains & Olympic Facilities
- Bridge Gap for North Country’s Tourism Lodging Needs
- Bring World University Games back to Lake Placid in 2023
- Subject Local Officials to Financial Disclosure Requirements

EDC Areas of Focus in 2018

- **Infrastructure Capacity Building**
Exit 20, Exit 18 Sewer Ext, Broadband, Wastewater, Transportation Assets, Urban & Hamlet Revitalization
- **Major Local Industry Support and Initiatives**
Tourism, Wood/Paper, Medical Device, Healthcare
- **Business and Stakeholder Assistance**
NYS (CFA & Other), Federal, Downtown Revitalization Initiative (DRI), Rev. Loan Funds, IDA/LDC's, National Grid
- **Planning for Future Growth**
So. ADK P&Z Forum, Chester, Lake George, Warrensburg
- **Marketing, PR, Communications**
Insider, LinkedIn, Website, Presentations, Events, Business Review, "Fam" Tours, Local & Regional Publications, TV, Direct networking (brokers, developers, site advisors, investors, financiers)
- **Workforce Development & Preparation**
WDB, EPA Round 2, New NYS WFD Office, SUNY ADK

Chestertown Economic Development Meeting Follow Up



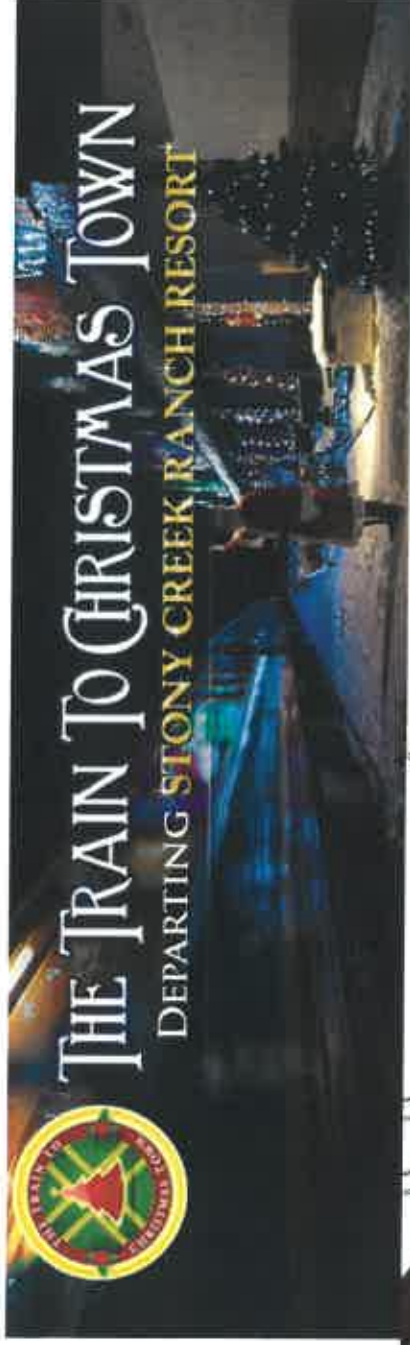
EDC Plan #: 3.6 Planning & Zoning

SUNY Adirondack Culinary Arts Update



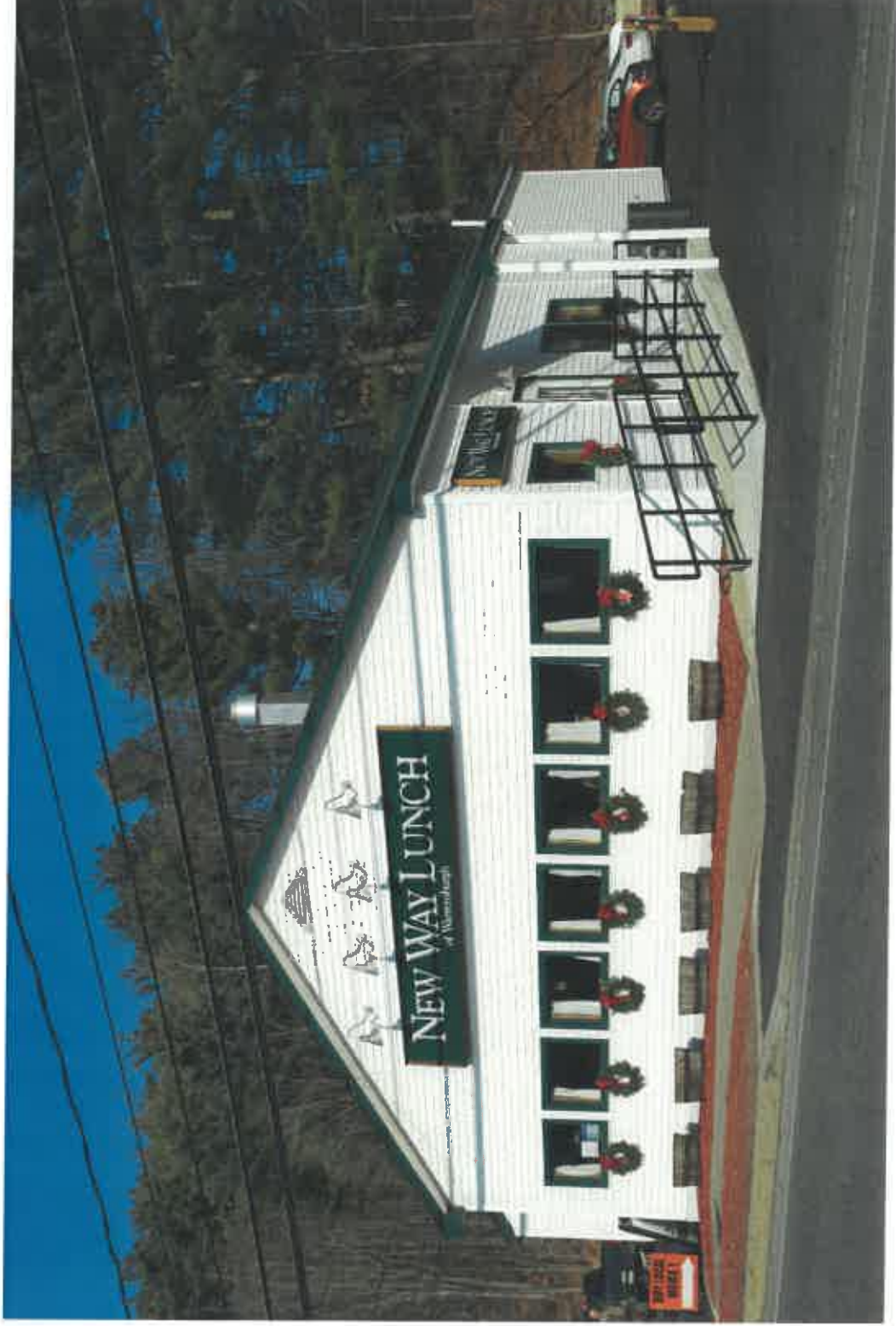
EDC Plan #: 2.6 SUNY Adirondack

Christmas Town Train – Stony Creek



EDC Plan #: 2.11 Tourism

New Way Lunch, Warrensburg NY



EDC Plan #: 2.5 Revolving Loan Funds

Nettle Meadow Farms, Thurman NY



Nettle Meadow
Farm and Artisan Cheese

EDC Plan #: 2.5 Revolving Loan Funds

**Congratulations Joe Girard III (and Family)
All Time Section 2 Basketball Career
Scoring Champion!**

