

To: *EDC Board Members*

Re: *Minutes of March 17, 2015 Regular Monthly Meeting of the Board of Directors*

Present: Chuck Barton – Chairman
Kurt Jaeger – Vice Chairman
Arleen Girard – Treasurer & Chair of Audit & Finance Committee
Chris Barden – Secretary
Jeffery Byrne – Chair Governance Committee
Mike Borgos – Director
Judy Calogero – Representative, City of Glens Falls
John Strough – Representative, TOQ
Harold “Bud” Taylor, Representative, Warren County

Guest: Maury Thompson, *The Post-Star*

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

On March 17, 2015 the Board of Directors for the Economic Development Corporation met in the Conference Room of 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 8:21 a.m.

II. **Approval:**

- Regular Monthly Meeting Minutes February 24, 2015: A motion is made by Jeff Byre, seconded by Chris Barden and carried unanimously to approve the Regular Monthly Meeting Minutes February 24, 2015.
- Audit & Finance Committee Meeting Minutes February 20, 2015: A motion is made by Judy Calogero, seconded by Arleen Girard and carried unanimously to approve the Audit & Finance Committee Meeting Minutes February 20, 2015.

III. **Financial Update:**

- **Approval of February Financials & Payment of Bills:** Arleen Girard states all is pretty straightforward and noted in cover sheet of financials. More than half of membership payments have been received. The EDC check detail for the month of February is included for approval. A motion is made by Kurt Jaeger, seconded by John Strough and carried unanimously to approve the February Financials & Payment of Bills 2/1-2/28/15.

IV. Reports of Committees: Arleen Girard provides an update on the last meeting of the Audit and Finance Committee. Topics at this meeting included EDC long term goals along with an IT plan the Board of Directors should approve going forward. A meeting is scheduled this Friday to discuss membership renewals and prospective new members. A lengthy discussion follows with Kurt questioning marketing expenses for annual luncheon leading to a discussion on sponsorship and advertising along with some individuals preferring to sponsor an event rather than becoming members. Kurt opined getting a message out to the Capital Region and of asking vendors for Glens Falls Hospital and Hudson Headwaters Health Network to sponsor. He also recommends targeting businesses at a breakfast meeting to get the best value. All feel the EDC Outlook Breakfast in January was a great event and good for image of EDC. Chuck states there is a Governance Committee Meeting immediately following this meeting to discuss voting vs. non-voting members along with a meeting on Friday regarding membership.

Jeff Byrne, Chair of the Governance Committee provides a recap of last Governance Committee meeting on February 9th and states a final draft of EDC by-laws will be presented before the April Board of Directors Meeting. The Governance Committee has continued its outreach campaign for new members with three prospective board members being voted at EDC's Annual Meeting of the Members on May 8th prior to the Annual Luncheon. He asks board members to hand in PAAA evaluation forms today if possible. The board will be evaluated as a whole.

V. President & CEO Report: As a show of support against foreign competition Ed Bartholomew states EDC now has a policy to purchase its office paper exclusively from Finch Paper LLC and thanks to Rozell Industries for repair of the ice damage at the Civic Center basketball is scheduled this Friday, Sat. and Sunday. Ed speaks of EDC's Night with the Adirondack Flames scheduled for Friday, March 27 at the Glens Falls Civic Center against the Rockford IceHogs with an ECHL presentation by Brian Petrovek in Heritage Hall before the game. Tickets can be purchased online. A modest buffet will be served with Barton & Loguidice as sponsor of this event. A flyer will be sent to all board members with more details.

VI. Other Business: None at this time.

VII. Next Meeting: Tuesday, April 21, 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. Adjournment: Upon no further business to come before the EDC Board Chairman Chuck Barton called for an Executive Session for specific personnel purposes at 8:40 a.m. EDC Staff along with Maury Thompson exit the meeting.