

To: *EDC Board Members*  
Re: *Minutes of April 20, 2021 Meeting of the Board of Directors*

*Present:* Matt Fuller, Esq. – Chair  
Alex Rotolo – Vice Chair  
Mitch Amado – Treasurer & Chair of Audit & Finance Committee  
Laura Ladu – Secretary  
Chris Barden – Director  
Judy Calogero – Director  
John Strough – Representative, TOQ  
Dr. Kristine Duffy – Representative SUNY Adirondack – Chair of Governance  
Mike Pratt – Director

*Absent:* Rachel Seeber – Chairwoman, Warren County Board of Supervisors  
Lisa Daly, Interim Bookkeeper

*Guests:* Kristy Alexander – WorkSmart  
David Dammerman – WorkSmart  
Stephen Thurston – FootHills Business Daily  
Andrea Hogan – Supervisor Johnsburg

*Staff:* Jim Siplon - President  
John Wheatley - Vice President  
Linda Oldenburg - Economic Development Coordinator  
Amy Potter – Marketing & Communication Director

On April 20, 2021, the Board of Directors for the Economic Development Corporation met via zoom meeting for a Board of Directors Meeting at 8:30 a.m. The following items of business were discussed:

- I.** **Welcome & Call to Order:** Chair, Matt Fuller welcomed everyone and called the meeting to order and took roll call at 8:30 a.m.
- II.** **Approval:** Approval of Board minutes held March 16, 2021. All minutes were forwarded to the board for review and approval prior to meeting. A motion is made by John Strough seconded by Secretary Laura Ladu and unanimously approved with a roll call.
- III.** **Financial Update:** Treasurer Mitch Amado went over the March 2021 bills as there was no Audit and Finance meeting in March. Treasurer Amado states there is nothing out of the ordinary. A Motion is made by Dr. Duffy seconded by John Strough and unanimously approved with a roll call.
- IV.** **Reports & Committees:** Committee Chair Dr. Duffy reported committee met on April 13, 2021, we did discuss the potential candidate replacement and that person declined due to various reasons. There was an executive discussion on other potential candidates. Policy No. 11 Bill Payment Process was discussed and recommendations of specifying a Board approved designee in the absence of having a CFO and removing Resolution Warrant and replacing that with a schedule. officers that were approved in our Annual Meeting and discussed replacing Jim on the board. A motion to approve report of the Governance Committee meeting report is made by Mike Pratt and seconded by John Strough and unanimously approved by a roll call.

**V. President/CEO Report:** VP Wheatley updated the board on EDC continuation to push forward with the broadband study.

President Siplon pointed out a couple of things since the last meeting. There are a couple large scale manufactures in Queensbury that are undergoing potential expansions that we are participating with, trying to help them through the process of potential economic incentives. There is a new business that is looking to relocate to Glens Falls that I think would be a wonderful addition to our city.

VP Wheatley and President Siplon have had extensive conversations with CEG, and EDC is a large-scale partner of CEG because they are the analytics engine that has access to a lot of data that we would otherwise have to pay for. Most of the work to date has been focused on labor statistics and labor activity. We are moving that into a much broader spectrum of work, they have started collecting more broad-based housing activity and we are also looking at expanding into issues of broadband and conductivity as that data becomes available.

President Siplon introduced Amy Potter EDC new Marketing/Communications Director and gave the Board some background information on Amy.

Marketing/Communication Director Potter brought the board up to date on the communications platforms that EDC currently is using. Amy spoke about the story of Senator Schumer when he was in town. Amy then led into the membership drive and seeking some new members and how they are going to approach them. Amy went over the RFQ for Communications where she is looking for the board's approval so that she has a clear procurement palette to draw from as she figures out what needs to be invested in, EDC communications portfolio.

**VI. Approved Resolutions:** Dr. Duffy made a motion to move for approval on the RFQ for Communications, 2021 City of Glens Falls contract with EDC and Policy No. 11 Bill Process, seconded by Vice Chair Rotolo unanimously approved with a roll call.

**VII. Other Business:**

**VIII. Executive Session:**

**IX. Adjournment:** Upon no further business to come before the board, a motion is made by Dr, Kris Duffy seconded by John Strough and carried unanimously to adjourn the meeting at 8:50 am.