

To: *EDC Board Members*

Re: *Minutes of April 19, 2022 Meeting of the Board of Directors*

Present: Matt Fuller – Chair
Alex Rotolo – Vice Chair
Laura Ladu – Secretary
Mike Pratt – Director
Kathy Muncil - Director
Chris Barden – Director
John Strough - Representative, TOQ
Dr. Kristine Duffy – Representative SUNY Adirondack – Chair of Governance
Susan Corney – Board Elect Member

Absent: Mitch Amado – Treasurer & Chair of Audit & Finance Committee
Andrea Hogan – Representative, Warren County
Diane Dumouchel – Finance/Compliance Director

Guests: David Dammerman – WorkSmart
Christy Alexander - WorkSmart

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

On April 19, 2022, the Board of Directors for the Economic Development Corporation met via zoom and in person at 11 South Street – Suite 201 for its April Board of Directors Meeting at 8:10 a.m. The following items of business were discussed:

- I.** **Welcome & Call to Order:** Chairman Fuller welcomed everyone and called the meeting to order and took roll call at 8:10 a.m.
- II.** **Financial Update:** President Siplon reviewed the financials and pointed out that all monies that we've been waiting for are received. The Warren County contracts for both the WCLDC and the EDC have been paid from last year, and the new 2022 EDC contracts has been agreed to with the county. The only significant change in the contract was that they moved the requirement to provide an annual report into the contract instead of a separate letter requirement, President Siplon also shared the corporate credit card will be replaced with debit cards issued to each full-time employee, limiting liability, and attached to a smaller cash account for small expenses. The same approvals will still be required.
- III.** **Reports & Committees:** Representative SUNY Adirondack/Chair of Governance Duffy stated committee met on April 12th and discussed onboarding our new board members, including securing a date where we can take our new board members out to lunch. The annual board self-evaluation tool was reviewed with some organizational changes to better group the questions when we summarize. The process will be engaged later this spring.
- IV.** **President/Staff Report:** President Siplon started with the team is still in the process of constructing what he believes will be the representative scorecard of all the new areas that we are involved, but one of the areas that we spend a lot of time and have traditionally, is just tracking the economic activities of businesses through a visual representation. We have put together an interactive map

with red dots represent the business assistance things that we are working on now. You will see they are geographically spread in a cluster, about half of them are located in the lower end of the county, (Queensbury/Glens Falls corridor) and then the other half are in the outer county. Vice President Wheatley included an overlay of broadband activity as well on the same map, demonstrating its flexibility. VP Wheatley stated that North County Broadband Alliance, which is a collection of North Country counties, municipalities, broadband providers, and community leader were heavily involved in advocating a statewide repeal of fiber fee and reviewed other broadband activities. Marketing and Communication Potter provided an update about membership. President Siplon mentioned the digitization efforts of paper files continues particularly the city records. Marketing and Communications Director Potter announced the return of the EDC annual luncheon on June 17th. The theme is “Our Best Days Are Ahead” and Rachel Sederberg, one of the contributors to EMSI’s widely hailed “Demographic Drought and Jeff Janiszewski from Empire State Development will be the key speakers. The luncheon will be held at the Great Escape Lodge. On May 12th is our open house/ribbon cutting for the new EDC Office at 3pm. Director Barden shared some of the new challenges and opportunities in developing workforce in today’s climate. Representative SUNY Adirondack/Chair of Governance Duffy spoke about The Partnership for Community Belonging. President Siplon presented our departing long time member of our board Chris Barden with a small gift to commemorate his many years of service to the EDC.

V. **Approved Resolutions:** Resolutions for the March EDC Annual Meeting Minutes, March EDC BOD Meeting minutes, March 2022 Financials, and Debit Card Policy Resolution were motioned by Representative SUNY Adirondack/Chair of Governance Duffy and seconded by Secretary Ladu. All resolutions were approved with a unanimous roll call vote.

VI. **Other Business:**

VII. **Executive Session:** A motion was made by Representative SUNY Adirondack/Chair of Governance Duffy, seconded by Director Muncil and carried unanimously to enter an Executive Session to discuss a board member position. Executive Session began at 9:21am and concluded at 9:29am with no action taken in executive session.

IX: **Adjournment:** Upon no further business to come before the board, a motion is made by Secretary Ladu seconded by Director Muncil and carried unanimously to adjourn the meeting at 9:29 am.