

To: *EDC Board Members*

Re: *Minutes of November 15, 2022, Meeting of the Board of Directors*

*Present:* Mitch Amado – Chair/Treasurer  
Kathy Muncil – Vice Chair  
Laura Ladu – Secretary via zoom  
Mike Pratt - Director  
Sue Corney – Director  
Libby Coreno – via zoom  
Michael McLarty – Director  
Dr. Kristine Duffy – Representative SUNY Adirondack – Chair of Governance  
John Strough – Representative, TOQ  
Mike Wild – Representative, Warren County  
Judy Calogero – Glens Falls Representative

*Absent:*

*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  
Diane Dumouchel – Finance & Compliance Director

On November 15, 2022, the Board of Directors for the Economic Development Corporation met in person and via zoom at 11 South Street – Suite 201 for its November Board of Directors Meeting at 8:00 a.m. The following items of business were discussed:

- I.** **Welcome & Call to Order:** Chairman Amado welcomed everyone and called the meeting to order and took roll call at 8:00 a.m. Chairman Amado noted for the record that Secretary Ladu and Director Coreno due to extraordinary circumstance are attending remotely as per our policy on videoconferencing.
- II.** **Financial Update:** Chairman Amado noted that the Audit and Finance Committee didn't have a quorum at its last meeting. Chairman Amado turned it over to President Siplon who shared that in our ongoing effort to improve staff/board communications. Finance/Compliance Director Dumouchel has prepared a more detailed summary of the financials for the month. President Siplon moved on to the high-level budget, sharing our budget request was reduced. So, we have a recast budget based on the lower amount that the county is proposing and went through great detail with the audit and finance committee. Based on the overview of the changes and the endorsement of the Audit & Finance committee, both President Siplon and Board/Audit & Finance Chair Amado recommended adoption and approval of the updated recast budget.
- III.** **Reports & Committees:** Representative SUNY Adirondack/Chair of Governance Duffy stated the committee met on November 2<sup>nd</sup>. President Siplon provided an update to the action matrix, which was in the strategic plan. The committee went through various items on that to help continue to think about and understanding what has been accomplished, what types of activities or initiatives that we originally said and may go over. It was a good step to see all the great work that has already happened, At the next meeting we could spend a little more time with Jim and the team walking

through that for the whole board. The committee then discussed developing updates and clear priorities for the coming year. Lastly, EDC Board Chair Amado Mitch will work with Jim to schedule his annual evaluation.

- IV.** **President/Staff Report:** President Siplon shared a couple of updates, on business activities first. We now track business activities in six different ways. The current map has different color dots which represent different types of activities including broadband, housing, infrastructure, and sustainability along with traditional business attraction and growth activities. President Siplon shared some highlights of the next forum that we are having in January. We will be inviting the community to come, and will likely hold the event at SUNY Adirondack, to accommodate robust participation, will have Chris White from the Department of Labor, and Liza Ochsendorf speaking in addition to the EDC Staff. President Siplon shared the updated FOIL log in the board package. Representative SUNY Adirondack/Chair of Governance Duffy also announced the Partnership for Community Belonging survey report will be presented November 29, 2022, and she will make sure to invite everyone. Lastly, President Siplon stated that the audit and finance committee had a deep conversation with the broker last week on the rates that are being offered for the 2023 benefits and that the rates are competitive with no employees likely to see net increases between their proposed raises and any healthcare costs increases.
- V.** **Approved Resolutions:** Resolutions for the September EDC Board of Directors Meeting Minutes, October 2022 Financials, and 2023 Recast budget motion was made by Glens Falls Representative Calogero and seconded by Town of Queensbury Representative Strough and approved unanimously with a roll call vote
- VI.** **Other Business:**
- VII.** **Executive Session:**
- IX:** **Adjournment:** Upon no further business to come before the board, a motion is made by Director Coreno seconded by Glens Falls Representative Calogero and carried unanimously to adjourn the meeting at 8:56 am.