

Economic Development Corporation, Warren County (EDC)
Minutes of the Special March 3 2023 Meeting of the Board of Directors

DRAFT

Present:

Mitch Amado- Chair/Treasurer
Dr. Kristine Duffy – Representative, SUNY Adirondack – Chair of Governance
John Strough – Representative, Town of Queensbury
Mike Pratt - Director
Mike McClarty - Director
Judy Calgero – Representative, City of Glens Falls
Kathy Muncil – Vice Chair

Staff:

Jim Siplon - President
John Wheatley – Vice President
Diane Dumouchel – Finance & Compliance Director
Amy Potter – Marketing & Communications Director

On March 3, 2023, the Board of Directors for the Economic Development Corporation met in person at 11 South Street – Suite 201 for a special Board of Directors Meeting at 9:00am due to the lack of quorum at our regular meeting on 28 February 2023. The following items were discussed:

1. **Welcome & Call to Order:** Chairman Amado welcomed everyone and called the meeting to order. At 9:15 AM
2. **Financial Update:** Chairman Amado shared the process and review of the January 2023 financials and had Finance Director Diane Dumouchel provide the summary of the monthly financials and their close tracking to budget..
3. **Reports of Committees:** Audit and Finance Chair Amado provided a report on the 14 February 2023 Audit and Finance Committee Meeting including the iterations of the financials as the year closed and the tracking of those submitted and finalized for the annual audit with support from Financial Director Dumouchel. These will be reviewed and submitted for the EDC Annual Meeting in March. Representative SUNY Adirondack/Chair of Governance Committee Dr. Duffy reviewed the items they reviewed in the Governance Meeting 13 February 2023 including staff updates, upcoming events, membership communications and policy reviews.
4. **President/Staff Report:** President Siplon referred to the Staff Report at the 28 February meeting and asked that any questions be directed to him for any who were not able to attend that meeting.
5. **Approved Resolutions:** Resolutions for updated January 2023 EDC Financials, January 2023 EDC BOD Meeting Minutes, Revised EDC Cash Disbursement Policy, Revised ESD Bank Reconciliation Policy, 2023 EDC and LDC Service Provider Agreement, 2023 EDC and Warren County Agreement , Warren County ARPA Recipient Agreement for Broadband and Warren County ARPA Recipient Agreement for Housing were presented and provided to all for review prior to the

meeting . Motion made by Dr. Duffy, seconded by Judy Calogero, and approved by a 6-0 roll call vote.

6. **Other Business:** N/A

7. **Executive Session:** N/A

8. **Adjournment:** Upon no further business to come before the board, a motion was made by Director Kathy Muncil, seconded by Dr Duffy, and carried unanimously to adjourn the meeting at 9:25am.