



**COLUMBIA COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
LEGAL NOTICE**

Notice is hereby given on this 24th day of November 2015, to all interested agencies, groups and persons that 8:30 am on the 1<sup>st</sup> day of December 2015, the Columbia County Industrial Development Agency (IDA) and its Finance and Governance Committees will hold their regularly scheduled meetings at their offices located at 4303 US Route 9, Hudson, NY 12534. This meeting will be held to consider all appropriate business brought before it. The meeting is open to the public.

Respectfully submitted,

Jim Mackerer  
Chairman  
Columbia County Industrial Development Agency  
Dated November 24, 2015

**IDA Board of Members Agenda**

**Members:**

Michael Benson	Jim Mackerer
Bob Galluscio	Sidney Richter
Brian Keeler	Sarah Sterling

1. Minutes, October 6, 2015
2. SunStream Hudson I & II
3. City of Hudson IDA
4. Finance Committee Report
  - a. Treasurer's Report
  - b. Fees
5. Governance Committee Report
  - a. Bylaws
  - b. Conflict of Interest
  - c. Code of Ethics
6. Columbia Economic Development Corporation 2016 Contract
7. Public Comments

**Attachments:**

Minutes, October 6, 2015  
Counsel letter re: IDA Assistance for Civic Facilities

# DRAFT

**MINUTES  
COLUMBIA COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY  
Tuesday, October 6, 2015  
4303 Route 9  
Hudson, New York**

A regularly scheduled meeting of Columbia County Industrial Development Agency held at their offices located at 4303 Route 9, Hudson, NY 12534 on August 4, 2015. The meeting was called to order at 8:31 AM by Sid Richter.

Attendee Name	Title	Status	Arrived
Michael Benson	Board Member	Present	
Bob Galluscio	Secretary/Treasurer	Present	
Brian Keeler	Board Member	Present	
Jim Mackerer	Board Member	Present	
Sid Richter	Vice-Chairman	Present	
Sarah Sterling	Board Member	Present	
Theodore Guterman II	Counsel	Present	
F. Michael Tucker	Interim Executive Director	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Erin McNary	Bookkeeper	Present	
Carol Wilber	Marketing Director	Present	
Tony Jones	CEDC, President	Present	
Katie Kocijanski	Register Star	Present	
Jillian Nadiak	Register Star	Present	

**Election of Officers:**

Mr. Richter stated the slate of nominees were Jim Mackerer for Chairman and Sarah Sterling for Secretary. Mr. Richter asked if there were other nominations from the floor, with none presented, he asked Secretary/Treasurer Galluscio to make a motion to approve the slate as presented. Mr. Richter noted he would be resigning as Acting Chairman with the election of Mr. Mackerer as Chairman. *Mr. Galluscio made a motion, seconded by Mr. Keeler to approve the slate of Mr. Mackerer for Chairman and Ms. Sterling for Secretary. Carried.*

**Minutes:**

*A motion was made by Ms. Sterling and seconded by Mr. Richter to approve the minutes of the July 22, August 4, and September 8, 2015 meetings. Carried.*

**Treasurer's Report:**

Mr. Galluscio reviewed the Treasurer's Report for the Board. *Mr. Benson made a motion seconded by Mr. Keeler to approve the Treasurer's Report. Carried.*

**2016 Budget:**

Mr. Tucker informed the Board the ABO required the budget be entered into PARIS by the end of October. He reviewed the budget with the Members, noting the increase in land sale fees and application fees. Mr. Tucker stated the need for the IDA to pay CEDC for administrative services. He stated a contract between CEDC and the IDA would be drafted. Mr. Tucker stated with an increase in marketing and improved website, the IDA should increase their presence. He stated the CEDC Board would have to address the issue of the Ginsberg legal fees and suggested the finance committees of both the CEDC and the IDA meet to discuss how to deal with them. He also stated he would review the current project fees with the IDA's Finance Committee.

Mr. Tucker stated he raised the consultant line in the budget due to the County requiring CEDC to complete an economic development strategic plan for the County. He stated consultants would be used for certain components, and he would provide direction. He stated that an additional requirement of the County was to extend the contract of Tucker Strategies Inc. until June of 2016. He reminded the Members in exchange for their financial contribution for the Regional Council report, the County would have access to the raw data and background information obtained by McKinsey & Company. He stated the County plan would need to be consistent with the regional plan.

Mr. Tucker stated he would be reviewing the IDA bylaws. He stated the initial review of policies found they were in compliance, but noted the ABO had just published an updated conflict of interest policy recommendation. He stated that would be discussed at the December Governance Committee. *Mr. Benson made a motion, seconded by Ms. Sterling to approve the 2016 budget as presented. Carried.*

**Management Appointment Policy:**

Mrs. Drahushuk reminded the Members they had a question regarding the answer to Question #3 on the Mission and Measurements Report. The question asks, "If the Board appoints the management, do you have a policy you follow when appointing the management of the public authority?" Mr. Tucker stated the issue was now moot, with the impending contract between Columbia County and CEDC. He noted an annual process could be built into the bylaws or the charter. Mr. Guterman stated a contract between the IDA and CEDC would be needed and a review could be completed in August or October for future years.

**Confidential Board Evaluation Summary:**

The Board reviewed the summary. Mrs. Drahushuk stated the summary of the Confidential Board Evaluation would be forwarded to the ABO after the Board had reviewed the document.

**Other Business:**

The Board discussed the City of Hudson IDA and felt meeting with the appropriate City officials should be scheduled. Mr. Tucker suggested the meeting include himself, Mr. Guterman, Mr. Mackerer and Ms. Sterling.

Mr. Tucker introduced Tony Jones, the president of CEDC. He stated the new CEDC bylaws would be proposed for ratification by the membership of CEDC at some point in November and the IDA

would be invited to participate in the meeting program. He reminded the IDA that the Chairman of the IDA would be serving as a non-voting member of CEDC.

Mr. Mackerer asked about the status of the SunStream Hudson project. Mr. Guterman stated the final documents were being reviewed.

*With no further business to discuss or public comment, a motion was made by Mr. Richter and seconded by Mr. Galluscio. Carried. The meeting adjourned at 9:24am*

*Respectfully submitted by Lisa Draushuk*