

Choose Columbia

Columbia Economic Development Corporation

COLUMBIA ECONOMIC DEVELOPMENT CORPORATION NOTICE OF MEETING

Please take notice that there will be a meeting of the Columbia Economic Development Corporation Executive Committee held on January 18, 2017 at 10:00am, at 4303 Route 9, Hudson, NY 12534 for the purpose of discussing any matters that may be presented to the Committee for consideration.

Dated: January 11, 2017

Sarah Sterling

Treasurer

Columbia Economic Development Corporation

CEDC Executive Committee Agenda

Chairman:

Tony Jones

Members:

David Fingar

Sarah Sterling

Rick Bianchi

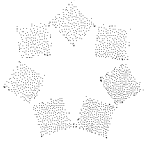
Colin Stair

1. Minutes, May 20, 2016*
2. Committees
 - a. Loan
 - b. Governance and Nominating
 - c. Audit and Finance
3. Strategic Planning
4. CEO Goals and Performance Review

Attachments:

Draft Minutes May 20, 2016

* Action Required



MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
Executive Committee
Friday, May 20, 2016
4303 Route 9
Hudson, NY 12534

A regularly scheduled meeting of the Columbia Economic Development Corporation (CEDC) Executive Committee held at their offices located at 4303 Route 9, Hudson, NY 12534 on May 20, 2016. The meeting was called to order at 8:29a.m. by Tony Jones, Chair.

Attendee Name	Title	Status	Arrived
David Fingar	Board Member	Present	
Tony Jones	Board Member	Present	
Robert Sherwood	Treasurer	Present	
Colin Stair	Board Member	Present	
Sarah Sterling	Secretary	Present	
Andy Howard	CEDC Counsel	Present	
F. Michael Tucker	President/CEO	Present	
Lisa Drahushuk	Administrative Supervisor	Present	

Minutes:

A motion was made by Ms. Sterling and seconded by Mr. Sherwood approve the meeting minutes of February 16, 2016. Carried.

Strategic Planning:

Mr. Jones stressed the need to obtain metrics in accordance with the strategic plan. He noted they would be used to evaluate the activity of CEDC, as well as the progress of the Strategic Plan. He stated he had begun to research several dashboards to see if one or two sets of metrics would be a better fit for the organization's needs.

Mr. Tucker stated there were two types of metrics, organizational and regional. He distributed a copy of the Minneapolis/St. Paul Regional Indicators Dashboard. He noted the dashboard would need to be in place several years in order to build enough data for it to be meaningful. He reviewed several of the options and found the Minneapolis/St. Paul to be one of the best examples.

Mr. Tucker stated Columbia County has a strong brand and CEDC would need to focus on what metrics to spotlight. He noted the metrics should include organizational and community to be useful for performance review for both the organization and staff.

Mr. Tucker stated a "Health of the County" type report was being considered to be presented at the annual meeting. Mr. Fingar asked where the statistics would be obtained. Mr. Tucker stated they could be gathered from several sources including the US Census American Community Survey, the NYS Labor Department and Empire State Development.

Mr. Tucker reviewed the major projects before CEDC and the IDA. He stated all projects would now be tracked via a project intake form/spreadsheet. He stated the form is accessible to staff. The projects are able to be kept updated as they progress and it should aid in reporting to the committees and board. Mr. Jones stated he would like some concurrence from the committee on the organizational and community metrics process. He noted a three year history would be needed, which would require the services of an intern.

Committees:

Loan:

Mr. Jones stated he was suggesting changes be made on the Loan Committee due to Bob Sherwood's desire to step down as Treasurer. He suggested Rick Bianchi for Treasurer. He also suggested Jim Mackerer replace Mr. Bianchi as Chair of the Loan committee, noting Mr. Bianchi was currently chair of both the Loan and Audit and Finance Committee. He stated, if there were no objections, he would be bringing the change to the full board meeting on May 24th. The committee concurred with Mr. Jones suggestions.

Mr. Tucker stated the Loan committee can be enlarged and community members could be appointed. He stated members could be obtained from each of the CEDC bank members. He noted the larger pool would help when members needed to recuse themselves. The Committee felt the 3 member bank representatives could form an advisory group rather than serve as Loan committee members.

Governance and Nomination:

Mr. Jones noted there were now four vacancies and the board needed to get to full strength as soon as possible. He stated he had reached out to other candidates in advance of the June Governance Committee meeting. He reminded the committee the open categories of board members were: banking, business operator, hospitality and women.

Mr. Jones called for an executive session under Public Officers Law, Article 7 section 105(f) to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. *Ms. Sterling made a motion, seconded by Mr. Sherwood to enter executive session. Carried. Executive session was entered into at 9:39am.*

Mr. Fingar made a motion, seconded by Mr. Stair to exit executive session. Carried. Executive session was exited at 9:55am.

Ms. Sterling made a motion, seconded by Mr. Stair to recommend approval of the contract for services with Tucker Strategies Inc. Carried.

With no public in attendance and no further business to come before the committee, Mr. Stair made a motion, seconded by Mr. Fingar to adjourn the meeting. Carried.

The meeting adjourned at 9:57am.