

COLUMBIA COUNTY CAPITAL RESOURCE CORPORATION

MINUTES
COLUMBIA COUNTY
Capital Resource Corporation
Board Meeting
Tuesday, December 5, 2017
4303 Route 9
Hudson, New York

The regular meeting of Columbia County Capital Resource Corporation, held at their offices located at 4303 Route 9, Hudson, NY 12534 on the above date. The meeting was called to order at 9:11am by Jim Mackerer, Chairman.

Attendee Name	Title	Status	Arrived/Departed
Bob Galluscio	Treasurer	Present	
William Gerlach	Board Member	Present	
Brian Keeler	Board Member	Present	
Jim Mackerer	Chairman	Present	
Carmine Pierro	Member	Excused	
Sid Richter	Vice-Chairman	Present	
Sarah Sterling	Secretary	Present	
Theodore Guterman II	Counsel	Present	
F. Michael Tucker	President/CEO	Present	
Brandon Dory	Project Manager	Excused	
Lisa Drahushuk	Administrative Supervisor	Present	
Erin McNary	Bookkeeper	Present	
Ed Stiffler	Economic Developer	Present	
Martha Lane	Business Development Specialist	Present	

Minutes:

Mr. Richter made a motion, seconded by Mr. Galluscio to approve the minutes from October 3, 2017. Carried.

CEO/President's Report:

Mr. Tucker noted he had received a call from Camphill-Ghent stating they would be paying off their bond balance by the end of last week. He reminded the Board that would leave Columbia Memorial Hospital as the sole CRC Project. He informed the Board that he had spoken to the hospital in the past about any potential projects. Mr. Keeler recommended Mr. Tucker reach out to the Hospital again regarding the upcoming COARC building project.

Treasurer's Report:

Mr. Tucker noted current assets totaled \$1,100 and expenses totaled \$4,600 consisting of accounting fees, insurance and various miscellaneous fees. Mr. Tucker noted CEDC had budgeted \$5,000 for CRC. Mr. Richter suggested the funds be deposited before year end.

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Other Business:

Mr. Tucker handed out a draft copy of the proposed Real Property Acquisition Policy to the Board for review. He noted it was identical to the IDA policy. Mr. Guterman reviewed the policy. *Ms. Sterling made a motion, seconded by Mr. Gerlach to adopt the policy. Carried.*

Mr. Tucker handed out the CRC's Performance Measurements Report. The Board reviewed the document. Mr. Tucker stated it would be posted to the website. Mr. Tucker requested that the Board formally designate the CEO/President as Procurement Officer for the Corporation. He noted it had been incorporated into the Procurement Policy, but the designation had not been formally approved. *Mr. Keeler made the motion, seconded by Ms. Sterling to designate the CEO/President as Procurement Officer. Carried.*

Mr. Mackerer announced that he had submitted his resignation letter to Mr. Tucker, which would be effective January 1, 2018. The Board and staff expressed their thanks and appreciation to Mr. Mackerer for his service.

With no further business, or public comments to come before the Board, Mr. Keeler made a motion, seconded by Ms. Sterling to adjourn the meeting. Carried. The meeting adjourned at 9:22am.

Respectfully submitted by Lisa Draushuk