



Choose Columbia

Columbia Economic Development Corporation

MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
Executive Committee
Wednesday, December 6, 2017
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 December 6, 2017. The meeting was called to order at 8:32am by Tony Jones, Chair.

Attendee Name	Title	Status	Arrived
Tony Jones	Chair	Present	
David Fingar	Vice-Chair	Excused	
Richard Bianchi	Treasurer	Present	
Sarah Sterling	Secretary	Present	
Colin Stair	Board Member	Present	
Andy Howard	CEDC Counsel	Excused	
F. Michael Tucker	President/CEO	Present	
Brandon Dory	Project Manager	Present	8:45am
Lisa Drahushuk	Administrative Supervisor	Present	
Martha Lane	Business Development Specialist	Present	
Erin McNary	Bookkeeper	Present	
Ed Stiffler	Economic Developer	Present	

Minutes:

Ms. Sterling made a motion, seconded by Mr. Bianchi to approve the meeting minutes from January 18, 2017. Carried.

Committee Discussion:

Mr. Jones noted that two of the committees lacked chairmen, and the two newly elected board members required committee assignments. Due to the holidays and the uncertainty of obtaining a quorum, Mr. Jones asked that the Executive Committee approve the committee assignments. Mr. Jones suggested Gary Spielmann be assigned to the Governance and Nominating Committee due to his experience. He noted that both Mr. Polemis and Mr. Lapenn would be out of town for a great deal of January and Mr. Lapenn would be out for most of February. Mr. Jones suggested Ruth Adams be appointed to the Workforce and Education Committee, noting her extensive contacts.

Mr. Jones noted that the Loan Committee would be losing their chairman at the beginning of the year. Jim Mackerer had tendered his resignation to the IDA Board effective 1/1/18. Following a discussion, the Committee felt they would rely upon the Loan Committee to suggest candidates for chairman.

Mr. Jones updated the Committee on the search for office space. Mr. Tucker noted the cost would require a formal procurement process. Mr. Jones requested that a simple fact sheet outlining needs be distributed to real estate brokers and plaza owners affording them an opportunity to respond. Mr. Tucker noted the cost of space fit up might be prohibitive at the plazas.

Strategic Planning:

Mr. Jones stated he wished to have a general discussion regarding the Strategic Plan. Mr. Tucker noted it had been nearly 2 years since the rollout of the plan and suggested a report be prepared to outline the actions taken to date. Mr. Bianchi suggested an analysis of the committees. Mr. Jones suggested the topic could be addressed at the December 12th meeting. Mr. Tucker suggested the Strategic Plan be reviewed at that meeting,

Mr. Bianchi felt it would be productive to have a brief presentation of the jobs and businesses brought in by CEDC. Mr. Stair felt a large picture overview would be beneficial, suggesting a top 10 or 12. Ms. Sterling noted CEDC was providing a welcoming atmosphere, which was indirectly responsible for companies locating to the county. .

Mr. Stair seconded by Ms. Sterling made a motion to enter executive session under §105 (f) of the General Municipal Law of New York State 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." Carried. Executive session was entered into at 8:58am.

Ms. Sterling made a motion, seconded by Mr. Bianchi to end executive session. Carried. Executive session ended at 9:28am.

Ms. Sterling made a motion, seconded by Mr. Bianchi to forward the consulting agreement with Tucker Strategies, Inc. to the January CEDC Board meeting. Carried.

With no further business, Mr. Bianchi made a motion to adjourn the meeting, seconded by Ms. Sterling. Carried. The meeting adjourned at 9:31am.