**Meeting Notes**

**COLUMBIA ECONOMIC DEVELOPMENT CORPORATION**

**GOVERNANCE and NOMINATING COMMITTEE**

**Wednesday, February 21, 2018**

**4303 Route 9**

**Hudson, New York**

A regularly scheduled meeting of Columbia Economic Development Corporation’s (CEDC) Governance Committee was held at their offices located at 4303 Route 9, Hudson, NY 12534 on February 21, 2018. No quorum was obtained for this meeting.

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| Attendee Name | Title | Status | Arrived/Departed |
| James Campion | Committee Chair | Present |  |
| David Fingar | Committee Member | Excused |  |
| Tony Jones | Committee Member | Present |  |
| James Lapenn | Committee Member | Excused |  |
| Michael Polemis | Committee Member | Excused |  |
| Gary Spielmann | Committee Member | Present |  |
| Sarah Sterling | Committee Member | Present |  |
| F. Michael Tucker | President/CEO | Present |  |
| Andy Howard | Counsel | Excused |  |
| Brandon Dory | Project Manager | Present |  |
| Lisa Drahushuk | Administrative Supervisor | Present |  |
| Erin McNary | Bookkeeper | Present |  |
| Martha Lane | Business Development Specialist | Present |  |
| Ed Stiffler | Economic Developer | Present |  |
| Carol Wilber | Marketing Director | Present |  |

With no quorum, the attending Committee members agreed to discuss the agenda items and move forward to the full board what items were necessary to the annual meeting.

**By-Law Changes:**

Mr. Jones suggested that the attending Committee members review the proposed by-law changes in order to move them to the full board. Mr. Tucker stated since the last meeting an additional question had arisen regarding the Loan Committee portion of the by-laws. He pointed out to the Committee that the current by-laws stated in Article IV Section 1 c ii “The members of the Loan Committee may include residents of Columbia County”. He asked the Committee if the phrase “resident of Columbia County” should be removed from the section to avoid precluding otherwise qualified candidates from serving on the committee. Mr. Jones noted there were no such restriction on other committees. Mrs. Drahushuk was asked to make the suggested change in preparation for presentation to the full board meeting. Mr. Jones suggested the changes be informally recommended to the full board then passed to the members for approval at the annual meeting.

**Annual Meeting Preview:**

Mr. Tucker asked Ms. Wilber for an overview of the memberships and sponsorships. Ms. Wilber noted the 1st quarter memberships had been invoiced and the 2nd quarter memberships would be invoiced within a couple of weeks. Ms. Wilber stated there had been discussion about how to solicit new members at the annual meeting.

Mr. Tucker discussed the keynote speaker and stated he would reach out to Hugh Johnson this week to determine his availability for an update on the economic climate. Mr. Tucker asked the Committee to contact him with any suggestions they may have for other potential keynote speakers.

Mr. Tucker reminded the Committee that Siena College conducted an annual statewide survey of businesses. He stated 65% of the questions could be utilized for a local business survey with the remaining 35% of the questions customized to the local area. He suggested sending the survey to the members, compiling the results and presenting them at the annual meeting. He noted that Mr. Dory was listing the graphics and information used in the Patterns for Progress demographic report commissioned by HDC. Mr. Tucker discussed partnering with Greene County to join the Capital District Regional Planning Commission in 2019 to help provide more detailed reports.

Mr. Campion asked if there was a tentative agenda for the meeting. Mr. Tucker stated the format would remain nearly the same. He questioned who would recommend the board members up for election and ensure they wished to serve an additional term. Mr. Jones reviewed the names with the Committee and felt all would be willing to serve again. Mr. Jones stated the proposed slate of board members would be recommended to the full board. Mr. Tucker stated a draft program for the annual meeting would be included in the board meeting packet.

Ms. Sterling requested a list of the annual meeting attendees be distributed to the Board members prior to the meeting to allow the Board members to meet with key people. Mr. Jones agreed, noting that it could facilitate memberships and sponsorships.

**Other Business:**

Mr. Tucker informed the Committee that a meeting between, DOT, the Town of Greenport, the City of Hudson and the County would be held to discuss the proposed traffic circle at Rte 23 and 9G. He stated he had a good meeting with the principals involved in the proposed bottling plant and the proposed composting facility. Lastly he noted the DRI committee would be presenting their project recommendations at the next meeting on March 1st.

The meeting adjourned at 9:17 am with no quorum obtained.

*Respectfully submitted by Lisa Drahushuk*