



Choose Columbia

Columbia Economic Development Corporation

MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
Executive Committee
Wednesday, March 21, 2018
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 March 21, 2018. 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	Present	
Richard Bianchi	Treasurer	Present	
Sarah Sterling	Secretary	Present	
Colin Stair	Board Member	Present	8:47am
Andy Howard	CEDC Counsel	Present	
F. Michael Tucker	President/CEO	Present	
Brandon Dory	Project Manager	Excused	
Lisa Drahushuk	Administrative Supervisor	Present	
Martha Lane	Business Development Specialist	Present	
Erin McNary	Bookkeeper	Present	
Ed Stiffler	Economic Developer	Present	
Carol Wilber	Marketing Director	Present	

Minutes:

Mr. Bianchi made a motion, seconded by Ms. Sterling to approve the meeting minutes from December 6, 2018. Carried.

Executive Committee Charter:

Mr. Jones stated the membership of the Committee was currently the Officers plus one additional member. He suggested that the Committee might benefit from additional members. The Committee agreed, suggesting that the Charter membership section be amended to include one to three additional members. *Mr. Fingar made a motion, seconded by Ms. Sterling to approve the Executive Committee Charter with the membership section amended to include one to three additional members. Carried.*

2017 Goals:

Mr. Tucker thanked the committee for their support over the year. He stated it had been successful with significant gains made on all but two or three goals. He stated the broadband project and the DRI award had assisted in the success of the year. He reviewed the following goals:

External Goals

- **Broadband** - entering round three, maps and information posted online
- **Commerce Park Sewer Project** – County and Town of Greenport reached an agreement
- **Inventory of Available Property** – Inventory is routinely updated
- **Shovel Ready Site** – outline and list developed, requires further work.
- **Targeted Outreach to County's Largest Employers** – gathered information from tax rolls
- **Workforce Development Internship Program** – Developing internship program for 8–12 students to work with for profit businesses and 6-8 students to work with not-for-profits.
- **Demonstration program** – groundwork done, unsure of town's preference. Thought is to develop Economic Development 101 program to take from town to town.
- **Smart Growth Forum** – planned for fall 2018.
- **Creative Economy** – completed.
- **Workforce Housing** – some groundwork done, serving on City of Hudson Mayor's Housing Taskforce. Initiatives may come out of the DRI. Three census tracts qualify as opportunity zones, two in the City of Hudson and one in the town of Stockport.
- **Partnerships with CMH and CGCC** – not completed, preliminary discussions have begun with CMH. Good relationship with CGCC. They will be housing a lab/training center on campus. \$150 million of NYS funding will be earmarked for training

Internal Goals

- Promotion of CEDC/SBA Loan Funds – Ms. Lane is actively promoting the funds. Targeted loan programs will be announced later in the year.
- Re-Design of Website – Website up and running, ready for final review and additional changes.
- Entrepreneurial Portal – not launched
- Membership Profile – Profile has increased. Mr. Tucker noted Saratoga had hired a consultant to re-tool their fundraising. Will ask them to speak to CEDC.
- Quarterly Board Education topics – Could be improved and will be better in future.
- Annual Fall Award Program – Needs input, feels could be seen to compete with others. Discussion will continue.
- Office Space – Current space very reasonable, will continue to look.



Choose Columbia

Columbia Economic Development Corporation

Activity Metrics:

Mr. Tucker stated he continued to work on measurements. He handed out a document discussing economic development measures. He briefly discussed metrics ability to show the economic status of communities. He stated he would discuss this further at a future Executive Committee meeting.

Mr. Jones stated the outlook was for a very demanding schedule for 2018. He asked that the listing of 2018 goals be available for the next board meeting. Mr. Tucker briefly reviewed a document listing the activities for 2017.

Ms. Sterling seconded by Mr. Bianchi 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 9:14am.

Mr. Fingar made a motion, seconded by Mr. Stair to end executive session. Carried. Executive session ended at 9:30am.

The committee emerged from executive session saying that it had conducted a CEO performance review, based on a report from the chair, and found Mike Tucker's performance in the job superior, which it will communicate to the full board. The committee also recognized CEDC staff for their hard work and many accomplishments over the past year.

With no further business, Mr. Bianchi made a motion to adjourn the meeting, seconded by Mr. Stair. Carried. The meeting adjourned at 9:35am.

Respectfully submitted by Lisa Draushuk