COLUMBIA ECONOMIC DEVELOPMENT CORPORATION

BOARD MEMBER ORIENTATION MANUAL

Columbia Economic Development Corporation

2018 Members

**Chairman**

Tony Jones, Roe Jan Publishing

**Vice Chairman**

David Fingar, Mid-Hudson Cable

**Secretary**

Sarah Sterling, HOUSE Hudson Valley Realty

**Treasurer**

Richard Bianchi, Shallo Galluscio Bianchi CPAs PC

**President & CEO**

F. Michael Tucker, Tucker Strategies, Inc.

CEDC BOARD MEMBERS

Ruth Adams, Art Omi

Russell Bartolotta Jr., Klein’s Kill Fruit Farms

Jim Calvin, New York Association of Convenience Stores

\*James Campion, Columbia-Greene Community College

Patricia Finnegan, Columbia Memorial Health

Triona Fritsch, Etsy

James Lapenn, Retired Municipal Finance Attorney

John Lee, Saturn Industries

\*John Reilly, Supervisor, Town of Gallatin

\*Carmine Pierro, Columbia County IDA

Michael Polemis, Columbia Land Conservancy

Robert Sherwood, Kinderhook Bank

Gary Spielmann, Kinderhook Library

Colin Stair, Stair Galleries

Brian Stickles, The Bank of Greene County

Dr. Maria Lagana Suttmeier

\*Ex Officio Member

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Andrew B. Howard, Esq.

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Columbia Economic Development Corporation

2018 Committees and Members:

EXECUTIVE COMMITTEE:

Tony Jones

David Fingar

Sarah Sterling

Richard Bianchi

James Calvin

Gary Spielmann

Colin Stair

AUDIT AND FINANCE COMMITTEE:

Rick Bianchi

Patricia Finnegan

Tony Jones

James Lapenn

John Lee

GOVERNANCE AND NOMINATION COMMITTEE:

Jim Campion

David Fingar

Tony Jones

James Lapenn

Michael Polemis

Gary Spielmann

Sarah Sterling

LOAN COMMITTEE:

Rick Bianchi

Tony Jones

John Lee

Bob Sherwood

Colin Stair

WORKFORCE AND EDUCATION:

Ruth Adams

Russell Bartolotta

Jim Calvin

Patricia Finnegan

Triona Fritsch

Tony Jones

James Lapenn

John Lee

Michael Polemis

Maria Lagana Suttmeier

1. CEDC BOARD INFORMATION

[Board and Committee Meeting Agendas and Minutes](https://www.columbiaedc.com/about-cedc/public-documents/)

[Board of Directors Terms](https://www.columbiaedc.com/wp-content/uploads/2018/07/CEDC-Board-Terms-7-2-18.pdf)

[2018 CEDC Meeting Calendar](https://www.columbiaedc.com/wp-content/uploads/2018/07/2018-CEDC-Board-and-Committee-meetings-for-manual.pdf)

[Executive Committee Charter](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Executive-Committee-Charter-N.pdf)

[Audit and Finance Committee Charter](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Audit-and-Finance-Committee-Charter-N.pdf)

[Governance and Nominating Committee Charter](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Governance-and-Nominating-Committe-Charter-N.pdf)

[Loan Committee Charter](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Loan-Committee-Charter-N.pdf)

[Authorities Budget Office Policy Guidance: Board Member Training](http://www.abo.ny.gov/policyguidance/15-02%20BoardMemberTrainingUPDATED.pdf)

[Authorities Budget Office Policy Guidance: Acknowledgement of Fiduciary Duties and Responsibilities](http://www.abo.ny.gov/policyguidance/10-01fiduciarydutyacknowledgement.pdf)

[Authorities Budget Office Policy Guidance: Independence of Board Members](http://www.abo.ny.gov/policyguidance/07-01BoardMemberIndependence.pdf)

[Code of Ethics](https://www.columbiaedc.com/wp-content/uploads/2012/04/Code-of-Ethics-CEDC.pdf)

[Conflict of Interest](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Conflict-of-Interest-Policy.pdf)

[Defense and Indemnification Policy](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Defense-and-Indemnification-Policy.pdf)

[Financial Disclosure Policy](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Financial-Disclosure-Policy.pdf)

1. CEDC BACKGROUND INFORMATION

[Mission Statement](http://www.columbiaedc.com/wp-content/uploads/2012/04/2015-Mission-Statement.pdf)

[Strategic Plan](https://www.columbiaedc.com/wp-content/uploads/2016/04/ColumbiaedcpieceFinalWeb_2.pdf)

[Articles of Incorporation](http://www.columbiaedc.com/wp-content/uploads/2012/09/CEDC-Certificate-of-Incorportion.pdf)

[By-laws](https://www.columbiaedc.com/wp-content/uploads/2018/07/By-Laws-updated-2-21-18-approved-by-CEDC-Members-4-24-18.pdf)

[2018 Annual Report](https://www.columbiaedc.com/wp-content/uploads/2018/05/2017CEDCannualReport4.20FinalWewbRezno-crops.pdf)

[2017 Operations and Accomplishments](https://www.columbiaedc.com/wp-content/uploads/2018/07/CEDC-Operations-and-Accomplishments-2017.docx)

1. CEDC ORGANIZATION AND STRUCTURE

[List of Staff](https://www.columbiaedc.com/about-cedc/staff/)

[Organizational Chart](https://www.columbiaedc.com/wp-content/uploads/2013/06/CEDC-ORG-CHART.pdf)

[Loan Programs](https://www.columbiaedc.com/grow-here/loan-programs/)

 [CEDC Membership](https://www.columbiaedc.com/investors/membership-benefits/)

 [Columbia County Industrial Development Agency](https://www.columbiaedc.com/about-cedc/columbia-county-ida/)

 [Columbia County Capital Resource Corporation](https://www.columbiaedc.com/about-cedc/capital-resource-corporation/)

1. CEDC FINANCIAL INFORMATION

[2016 Audited Financials](https://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-2016-Audited-financials-w-required-communications.pdf)

[2016 Budget Report](https://www.columbiaedc.com/wp-content/uploads/2012/04/2016-CEDC-Budget-Report.pdf)

[2016 Schedule of Debt](http://www.columbiaedc.com/wp-content/uploads/2012/04/2015-CEDC-Statement-of-Debt.pdf)

[2017 Audited Financials](https://www.columbiaedc.com/wp-content/uploads/2018/03/CEDC-2017-Audited-Financials-and-Required-Communications.pdf)

[2017 Budget Report](https://www.columbiaedc.com/wp-content/uploads/2018/04/2017-Budget-Report.pdf)

2017 Schedule of Debt

[2018 Budget Report](https://www.columbiaedc.com/wp-content/uploads/2012/04/PARIS.pdf)

1. CEDC POLICIES AND REPORTS

[Procurement Policy](https://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-PRocurement-Policy.pdf)

[Investment Policy](https://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Investment-Policy.pdf)

Property Acquisition Policy

[Property Disposition Policy](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Property-DISPO-2-N.pdf)

[Employee Compensation Program](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-EMPLOYEE-COMPENSATION-N.pdf)

[Whistleblower Policy](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-Whistleblower-Policy.pdf)

[MWBE Policy](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-MWBE-Policy.pdf)

[EEO Policy](http://www.columbiaedc.com/wp-content/uploads/2012/04/CEDC-EEO-policy.pdf)

1. OTHER APPLICABLE LAWS AND GUIDANCE

[Public Authorities Reform Act of 2009](http://www.abo.ny.gov/abo/Chapter506of2009.pdf)

[New Provisions of the Public Authorities Reform Act of 2009](http://www.abo.ny.gov/abo/ProvisionsPARA2009.pdf)

[Not-For-Profit Corporation Law Article 18A Section 1411](http://www.abo.ny.gov/abo/NFPCL%20Art%2014%20Sec%201411_2.2015.pdf)

[ABO Press Releases](http://www.abo.ny.gov/pressreleases/pressrelease.html)

[Useful Links for Public Authorities](http://www.abo.ny.gov/links/links.html)