



Choose Columbia

Columbia Economic Development Corporation

MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
Tuesday, December 18, 2018
4303 Route 9
Hudson, NY 12534

A regularly scheduled meeting of the Columbia Economic Development Corporation (CEDC) Board of Directors was held at Columbia-Greene Community College, 4400 Route 23, Hudson, NY 12534 on December 18, 2018. The meeting was called to order at 8:35 a.m. by Tony Jones, Chair.

Attendee Name	Title	Status	Arrived
Ruth Adams	Board Member	Present	
Russell Bartolotta	Board Member	Excused	
Rick Bianchi	Treasurer	Excused	
Jim Calvin	Board Member	Present	
Jim Champion	Board Member – Ex Officio	Present	
David Fingar	Vice-Chairman	Present	
Tish Finnegan	Board Member	Present	
Triona Fritsch	Board Member	Present	
Tony Jones	Chairman	Present	
James Lapenn	Board Member	Excused	
John Lee	Board Member	Present	
Carmine Pierro	Board Member – Ex Officio	Excused	
Michael Polemis	Board Member	Excused	
John Reilly	Board Member – Ex Officio	Excused	
Robert Sherwood	Board Member	Excused	
Gary Spielmann	Board Member	Present	
Colin Stair	Board Member	Excused	
Sarah Sterling	Secretary	Present	
Brian Stickles	Board Member	Excused	
Maria Suttmeier	Board Member	Excused	
Andy Howard	CEDC Attorney	Present	
F. Michael Tucker	President/CEO	Present	
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	
Mary Ellen O’Laughlin	Independent Management Consultant	Present	

Mr. Jones stated he would not be presenting a Chairman's Report in order to give as much time as possible to the strategic planning portion.

Minutes:

Mr. Calvin made a motion, seconded by Mr. Fingar to approve the November 27, 2018 minutes as presented. Carried.

Treasurer's Report:

Mr. Tucker referred to the profit and loss statement, noting the income from the land sale and the receipt of the Goat Grant funds would bring the organization to a break-even point. He turned to the profit and loss by class noting the loss was between \$60,000 and \$70,000. He stated the loan interest helped the bottom line. He noted there had been unexpected expenses from the job fairs and the YES Program contribution. He noted the annual meeting had been over budget which had been mitigated by the increased sponsorships.

Mr. Tucker stated the Board of Supervisors had included \$460,000 contribution to CEDC in their yearly budget. He anticipated the contract would be renewed. Mr. Jones asked if the contract had been submitted to the County for their review. Mr. Tucker stated it had been. *Mr. Spielmann made a motion, seconded by Mr. Lee to approve the Treasurer's Report as presented. Carried.*

President's Report:

Mr. Tucker stated he continued to work with Hudson Valley Creamery on their waste permitting process. He stated the Drumlin Fields project continued to move forward. He noted he receives 3-4 contacts from new projects a month. He noted work continued on broadband and housing.

Committee Reports

Governance and Nominating Committee:

Mr. Campion reported the Committee would have a slate of officers ready for the January Board meeting. Mr. Tucker reminded the Board a 15 minute sexual harassment training session would be held at the January meeting for Board members, followed by the required training for staff. He handed out an information sheet to the Board regarding the Columbia –Greene 2019 CoGreene Career Institute, a pilot program. He noted the college was seeking panelists and coaches for the program and suggested those interested should contact Kelly Ann Radzik.

Executive Committee:

The Committee had not met in the past month.

Loan Committee:

Ms. Lane stated the Loan Committee had approved a loan to Karenquilts in the amount of \$12,000. Mr. Jones reviewed the loan portfolio, noting there was only one late payer. *Mr. Calvin made a motion, seconded by Ms. Sterling to approve the portfolio report as presented. Carried.*

Mr. Jones thanked Ms. Fritsch for her service on the CEDC Board, stating this would be her last meeting. He reminded the attendees that he would remain on the on the Board through January 25, 2019 for the committee meetings.



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Strategic Planning Session:

Mr. Tucker introduced Mary Ellen O’Laughlin. He stated the pillars from the 2016 Strategic Plan would remain and the objectives modified and updated. He handed out a sheet containing the pillars and objectives with no action items to be reviewed during the session.

The Board affirmed the mission statement and the pillars.

Pillar One:

Board suggestions/comments:

- Removing the word small when referring to businesses, nearly all the county businesses fall under that federal definition.
- Potential projects should have their own line.
- Understand where to lead, support partner.
- Advocate and anticipate new initiatives (projects).
- Are we assuming all who need to know about CEDC, do?
- Strategic targeted marketing
- Focus on employers, new businesses will employ more county citizens, adding value for county government.
- Unable to do much for bigger businesses.

Pillar two:

Successes:

- Broadband
- Greenport sewer project
- Opportunity Fund

No Success:

- Shovel-ready site (due to lack of site availability to infrastructure, differing opinions on the definition of shovel-ready).

Pillar three:

Successes:

- Creative economy event, need to give attention to other sectors.
- Building relationships with County Planning and Tourism

No Success:

- Integrating “Smart” economic development into county and local level activities

Board comments/suggestions

- Address Airbnb, manufacturers, service industries
- Partner with Chamber of Commerce
- Assist County Planning Department with training

Pillar four:

Board comments/suggestions:

- Add “retain” to the longer term objective.
- Move housing to Pillar two.
- Remove the word “create” from the first objective.
- The current 2nd objective belongs under the 1st objective.
- Address home-based businesses.

Ms. O’Laughlin led the group through a SWOT process.

*Mr. Lee made a motion, seconded by Mr. Calvin 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. Executive Session was entered into at 10:25am.***

Ms. Fritsch made a motion seconded by Ms. Finnigan to exit executive session and adjourn the meeting. Carried. Executive Session was exited at 10:40am and the meeting was adjourned.

Respectfully submitted by Lisa Draushuk