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Columbia Economic Development Corporation

Meeting Minutes
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
GOVERNANCE and NOMINATING COMMITTEE
Friday, June 21, 2019
4303 Route 9
Hudson, New York

A regularly scheduled meeting of Columbia Economic Development Corporation’s (CEDC) Governance and Nominating Committee was held at their offices located at 4303 Route 9, Hudson, NY 12534 on June 21, 2019. The meeting was called to order at 8:30am by Gary Spielmann, Acting-Chair.

Attendee Name	Title	Status	Arrived/Departed
James Champion	Committee Chair	Excused	
David Fingar	Committee Member	Present	
James Lapenn	Committee Member	Present	
Gary Spielmann	Committee Member	Present	
Sarah Sterling	Committee Member	Present	
F. Michael Tucker	President/CEO	Present	
Andy Howard	Counsel	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Erin McNary	Bookkeeper	Present	
Martha Lane	Business Development Specialist	Present	
Ed Stiffler	Economic Developer	Excused	
Carol Wilber	Marketing Director	Excused	
Kayla Duntz	CEDC Intern	Present	
Kenneth Leggett	Columbia County Resident	Present	Departed 8:50am

Minutes:

Mr. Fingar made a motion, seconded by Mr. Lapenn to approve the minutes of May 15, 2019. Carried.

Board Candidate Interview:

Mr. Fingar introduced Mr. Leggett to the Committee, noting he owned his own contracting business and had over 40 years of experience in the various trades. Additionally, Mr. Leggett has served as sole assessor in the Town of Livingston for 45 years and in the Town of Ancram for 12 years.

Mr. Leggett noted he was familiar with several of the projects CEDC was involved in, due to his work with the Town of Livingston. The Committee noted the time requirement was usually two meetings per month. Mr. Leggett stated he would schedule his jobs hours around the meeting schedule.



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Mr. Fingar explained the Committee would meet in executive session to discuss Mr. Leggett's candidacy. The candidacy would then proceed to the CEDC Full Board for a vote. Mr. Leggett excused himself from the meeting at 8:50am.

Other Business:

Mr. Tucker noted in the past, the Board had discussed relocating the office to a different location. He noted that various sites had been considered and dismissed. He informed the Committee space in the Hudson City Centre building had become available due to the removal of the Key Bank back office operation. The site was on the third floor, State Street side of the building. Mr. Tucker distributed a document comparing CEDC's current lease terms with the proposed lease terms for the new space. The document also included a listing of other available sites in the area, with comments included on each site.

The Committee reviewed the document. Mr. Tucker noted the building was owned by a LLC whose principal was Richard Koskey. He stated the lease agreement would contain a 2.5% escalator locked in for 10 years. He informed the Committee all space fit-up would be included in the lease. He anticipated \$5,000 in moving costs, with the move taking place in September or October.

Mr. Tucker stated he would obtain pictures of the other buildings as well as the space at Hudson City Centre and would circulate those and the layout to the Board.

Mr. Fingar made a motion, seconded by Mr. Lapenn to enter Executive Session under NYS Public Officers Law, Article 7, §105.f. 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 9:15am.

Ms. Sterling made a motion to exit Executive Session, seconded by Mr. Lapenn. Carried. Executive Session was exited at 9:31am. Mr. Lapenn made a motion seconded by Mr. Fingar to recommend the election of Mr. Leggett to the CEDC full board to complete a term expiring May 1, 2020.

The Committee recommended in future all candidate ideas be brought to the Committee for review and consideration for interviews, then to the full board for final approval.

Having no further business and no public comments, the committee meeting was adjourned at 9:40 a.m. on a motion by Mr. Fingar, seconded by Ms. Sterling. Carried.

Respectfully submitted by Lisa Draushuk