

**COLUMBIA COUNTY
CAPITAL RESOURCE CORPORATION**

DRAFT

**MINUTES
COLUMBIA COUNTY
Capital Resource Corporation
Board Meeting
Tuesday, February 4, 2020
One Hudson City Centre
Suite 301
Hudson, New York**

The regular meeting of Columbia County Capital Resource Corporation Board, held at their offices located at One Hudson City Centre, Suite 301, Hudson, NY 12534 on the above date. The meeting was called to order at 9:10am by Carmine Pierro, Chairman following a motion made by Ms. Sterling and seconded by Ms. Fingar-Smith.

Attendee Name	Title	Status	Arrived
Nina Fingar-Smith	Board Member	Present	
Robert Galluscio	Treasurer	Excused	
William Gerlach	Board Member	Present	
Brian Keeler	Board Member	Excused	
Carmine Pierro	Chairman	Present	
Sarah Sterling	Secretary	Present	
Theodore Guterman II	Counsel	Present	
F. Michael Tucker	President/CEO	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Erin McNary	Bookkeeper	Present	
Edward Stiffler	Economic Developer	Excused	
Martha Lane	Business Development Specialist	Present	
Carol Wilber	Marketing Director	Excused	

Slate of Directors:

Ms. Sterling made a motion, seconded by Mr. Gerlach to approve the Slate of Officers as recommended by the Governance Committee. Carried.

2020 Annual Housekeeping Resolution:

Mr. Gerlach made a motion, seconded by Ms. Fingar-Smith to approve the 2020 Annual Housekeeping Resolution. Carried.

Minutes:

Ms. Sterling made a motion, seconded by Ms. Fingar-Smith to approve the minutes from December 3, 2019. Carried.

2019 Operations and Accomplishments:

Ms. Sterling made a motion, seconded by Ms. Fingar-Smith to approve the 2019 Operations and Accomplishments Report. Carried.

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2019 Performance Measures Report:

Mr. Gerlach made a motion, seconded by Ms. Sterling to approve the 2019 Performance Measures Report. Carried.

2020 Mission & Measurements Statement:

Ms. Fingar-Smith made a motion, seconded by Ms. Sterling to approve the 2020 Mission and Measurements Statement. Carried.

Ms. Sterling made a motion, seconded by Ms. Fingar-Smith to suspend the CRC meeting in order to hold the Committee meetings. Carried. The meeting was suspended at 9:12am.

Mr. Gerlach made a motion, seconded by Mr. Fingar-Smith to resume the meeting. Carried. The meeting resumed at 9:19am.

Consent Agenda:

Committee Reports

Audit Committee

2019 Internal Controls Statement

2019 Discharged Duties

Finance Committee

Treasurer's Report

2019 Discharged Duties

Governance Committee

2020 Compliance Calendar

2019 Discharged Duties

Mr.; Gerlach made a motion, seconded by Ms. Fingar-Smith to approve all items on the Consent Agenda. Carried.

Administrative Director's Report:

Mr. Tucker noted Columbia Memorial Hospital remained interested in utilizing the CRC for their upcoming expansion. He stated the Shaker Museum was planning an exhibition hall in the village of Chatham and might have use of the CRC benefits. Mr. Tucker handed out a brochure.

With no public comment and no further business to come before the Board, Mr. Gerlach made a motion, seconded by Ms. Sterling to adjourn the meeting. Carried. The meeting was adjourned at 9:22am.

Respectfully submitted by Lisa Drahushuk