

Draft

To: **EDC Board Members**

Re: **Minutes of November 20, 2018 Regular Monthly Meeting of the Board of Directors**

Present: Arleen Girard, Chair
Mike Pratt – Director
Matt Fuller - Secretary
John Strough – Representative, TOQ
Matt Simpson – Representative, Warren County
Judy Calogero – Representative, City of Glens Falls
Chris Barden, Vice Chairman
Alex Rotolo - Director

Absent: Mitch Amado – Treasurer & Chair of Audit & Finance Committee
Jim Siplon, Director
Dr. Kristine Duffy – Representative SUNY Adirondack – Chair of Governance

Guests:

Staff: Ed Bartholomew, President/CEO
John Wheatley, Vice President
Jennifer Switzer, Director of Finance/CFO
Karen Lange, Temporary Staff Member

On November 20, 2018 the Board of Directors for the Economic Development Corporation met in the Community Room on the 2nd Floor at EDC Offices located at 333 Glen Street, Suite 101 in Glens Falls, New York for its Regular Monthly Meeting of the Board of Directors at 8:00. The following items of business were discussed:

I. **Welcome & Call to Order:** Chair Arleen Girard called the meeting to order at 8:05 a.m..

II. **Approval:**

- EDC Regular Monthly Meeting Minutes, October 16, 2018
All minutes were forwarded to EDC Board of Directors for review and approval prior to the meeting. Mike Pratt requests the minutes be edited to reflect that he was absent from the meeting on October 16, 2018. A motion is made by Judy Calogero, seconded by John Strough and carried unanimously to approve EDC Regular Meeting Minutes of October 16, 2018 edited to reflect the absence of Mike Pratt.
- Resolution Approving 2019 Health/Dental Insurance Contributions
A motion is made by Mike Pratt, seconded by Chris Barden and carried unanimously approving 2019 Health/Dental Insurance Contributions (75% Employer, 25% Employee).

III. Financial Update:

Jennifer summarized for the board the Statement of Financial Position and the October and year to date Statement of Activities. There were no material changes from actual to budget projected for the month of October. See summary page for year to date changes. Jennifer is going to prepare an updated projected Statement of Activities based upon financials through November to be discussed at December's board meeting.

A motion is made by John Strough, seconded by Matt Fuller and carried unanimously approving the October 2018 Financials & ratifying the Check Detail.

IV. Reports of Committees:

- Audit & Finance Committee: No items to report.
- Governance Committee: No items to report.

V. President & CEO Report: EDC President and CEO Ed Bartholomew reviews the PowerPoint (on file) and shared his CEO Report with the board as follows:

- Warren/Washington Employment by Sector
- NYS ESD Tourism Economics Update in the Adirondacks – Tourism in the Adirondacks region is a \$1.4 billion industry supporting 21,347 jobs, with Warren County representing 42% of the region's tourism sales and nearly \$603 million in direct tourism spending. Direct traveler spending in the region has increased 5.5% in 2017.
- Adirondacks, Labor Income - Tourism in the Adirondacks region has generated \$411 million in direct labor income & \$679 million including indirect and induced impacts. Ed also went on to mention tourism in the Adirondacks generated nearly \$178 million in state and local taxes in 2017 with Warren County producing 42.6% of the region's tourism tax base.
- Various communities undertaking or near completion of Affordable Housing Studies – a short discussion among board members included looking into expanding these studies on a regional basis and including the APA and DEC.
- Ed and his staff attended and presented at 3 different events in the last week which included Ed speaking at Builders & Remodelers Association of Northern New York, as well as the Glens Falls Rotary Luncheon and participating on a small business panel discussion, "Access to Capital Strategies for Growth".
- EDC Pathway Corridor Study – the 2nd public meeting for this study is scheduled for Thursday, December 13, 2018 at the Queensbury Activity Center from 4:30-8:00pm.
- EDC's Holiday Party is set for Thursday, December 6, 2018 at The Park Theater from 4:30-6:30 p.m. Guests are encouraged to bring a new unwrapped toy to Big Brothers Big Sisters of the Southern Adirondacks as EDC has done in the past.
- The NYS Consolidated Funding Awards, Round 8, funding announcement will be coming in December.
- EDC is working with Doug Miller and the Adirondack Sports Complex – The Dome – on a large project and will be presenting to Warren County Board of Supervisors next month.
- A big congratulations going to Gore Mountain with Mike Pratt being named the Recipient of an Environmental Excellence Award. Mike Pratt updated the board on various events taking place at ORDA locations.

- EDC expressed a special Thank You to the late Bob Flacke for his many years of service. Bob held many positions including the Commissioner for NYS Department of Environmental Conservation, Chairman of the APA, Warren County Board of Supervisors Budget Officer, and the Lake George Town Supervisor. He will be greatly missed.

VI. **Next Meeting:** The next board meeting is scheduled for Tuesday, December 17, 2018 at the Community Room, 8:00 am at 333 Glen Street.

VII. **Executive Session:** Ed Bartholomew requested an Executive Session for the purposes of a personnel discussion.

A motion is made by Chris Barden, seconded by John Strough to enter into Executive Session at 9:15 a.m. and carried unanimously. .

A motion is made by Arleen Girard, seconded by Matt Fuller to exit Executive Session at 9:25 a.m., and carried unanimously, with no action taken in Executive Session.

VIII. **Adjournment:** Upon no further business to come before the EDC Board of Directors upon motion by Matt Fuller, seconded by Matt Simpson and carried unanimously, the meeting was adjourned at 9:25 a.m...