



Governance Committee Minutes of October 11, 2023 Meeting

Present: Sue Corney – Chair of Committee
Dr. Kris Duffy – Member

Staff: John Wheatley – Vice President
Tricia Hartle – Economic Development Coordinator

On October 11, 2023 the Governance Committee of the Economic Development Corporation was held in person at EDC's office at 11 South Street in Glens Falls. The following items were discussed.

- I. *Welcome & Call to Order:*** Committee Chair Sue Corney welcomed committee members and staff and called the meeting to order at 9:00 a.m.

- II. *Old/New Business:***
 - a. Minutes:** Draft September 13, 2023 meeting minutes were before the committee for approval. Dr. Duffy suggested the approval be deferred to the Board of Directors meeting on October 17, 2023 as they are down one committee member.
 - b. Board Composition:** Chair Corney will reach out to ORDA representatives and a recommended local business person to inquire about their interest in sitting on the EDC Board. Discussion regarding outreach to current Board Member to sit on Governance Committee. Dr. Duffy suggested a review of the current member terms for seats on the Board. A review indicated outreach should commence regarding upcoming term expirations. Chair Corney following up.
 - c. EDC Events Update:** Tricia Hartle briefed the committee on the status of attendance of speakers and attendance at the upcoming EDC Luncheon to be held on October 24th at the Carriage House. Speakers have been secured. Dr. Duffy has agreed to provide the Welcome and address the attendees regarding EDC. Tricia Hartle indicated that as of this date, we have exceeded 200 seats including member seating.
 - d. 2024 Membership Campaign:** John Wheatley and Tricia Hartle reported on the kickoff of the 2024 Membership Campaign. Diane Dumouchel joined staff to explain the Membership Policy, intended to clarify payment in previous year for next year membership. Dr. Duffy suggested using the provided draft "Membership Benefits" one-pager as an Appendix to the Policy. Tricia Hartle addressed a potential timeline for

kickoff, providing letters to existing members and potential new members. Chair Corney suggested inclusive of the timeline would be the Board's involvement in follow up. John Wheatley added the resurrection of an "e-news" letter on a quarterly basis as part of the membership benefits. The e-news will feature various business assistance highlights with each issue. Dr. Duffy suggested all draft documents for campaign be included in materials for the Board of Directors meeting.

- III. *Adjournment:*** With no further business to come before the Governance Committee, a motion was made by Dr. Duffy seconded by Chair Corney and carried unanimously to adjourn the meeting at 9:26 a.m.