



**Minutes of November 20, 2024**  
**Regular Monthly Meeting of the Board of Directors**  
**Held in person at 11 South Street, Suite 201 at 8:00 a.m.**  
**And livestreamed**

Present:

Dr. Kristine Duffy – Interim Chair  
Kathy Muncil – Vice Chair/Treasurer, Chair of Audit & Finance Committee  
Sue Corney – Chair of Governance Committee  
Melanie Weber - (g)row  
Jim Marco – Glens Falls Hospital  
Mike Wild – Representative, Warren County  
Judy Calogero – Representative, City of Glens Falls

Absent:

Laura Ladu – Secretary  
Mike McLarty – Finch Paper  
John Strough – Representative, Town of Queensbury  
Ashley Walden – ORDA

Guests:

Robert Nemer, Nemer Motor Corporation

Staff:

Jim Siplon – President  
John Wheatley – Vice President  
Diane Dumouchel – Director of Finance and Compliance  
Tricia Hartle – Economic Development Coordinator  
Emily Discenza – Marketing/Communications Manager

On November 20, 2024, the Board of Directors for the Economic Development Corporation met in person at 11 South Street, Suite 201 for the Regular Monthly Board of Directors Meeting. The meeting was livestreamed and recorded. The following items were discussed:

1. **Welcome & Call to Order:** At 8:02 a.m. Chair Kristine Duffy welcomed everyone and called the meeting to order. Chair Duffy welcomed guests and board members.
2. **Reports of Committees: Audit and Finance Committee:** Chair of the Audit & Finance Committee, **Kathy Muncil**, provided the report on the Audit & Finance Committee meeting held on November 12, 2024, reviewing the October 2024 financials. She indicated the Budget had some adjustments and a motion was carried to bring to full board at the next Meeting – in December. She then indicated the Committee reviewed the resolutions needing approval and the Committee recommended all go

before the full board, including the 2025 SEP Contributions; the 2025 Health, Dental Vision and Life Contributions and the 2025 Annual Salary Increase.

**Governance Committee:** **Chair of the EDC Governance Committee, Sue Corney**, reviewed the meeting indicating the Committee discussed the creation of an Executive Committee consisting of the EDC Board Chair, the Vice Chair and a nominated additional board member. She also spoke of the Committee's recommendation to appoint Paul Wersten to the EDC Board Seat Number 12. Chair Corney indicated that they Governance Committee recommended the inclusion of the State's Sexual Harassment Prevention Policy be incorporated into the EDC Employee Handbook as well as an Annual Review of employees for salary increases. The Handbook updates will be addressed in the 2025 year. She indicated that Tricia Hartle had reviewed the 2025 Membership lists with the Committee and provided a status report of such.

3. **President/Staff Report:** President Siplon provided an overview of the business activity for the month of October, provided by John Wheatley, highlighting new business activity and progress on previous items. He provided an update on engagements, including school engagements as well as an update on the membership campaign. The Queensbury Contract is being reviewed by Counsel for updates to the scope of duties.

President Siplon notified the Board of the project slate for Lake George's DRI approval by the Committee and submission to the state for final disposition. The projects did include enhancements to Lake George assets and infrastructure aimed at enhancing year-round tourism and several housing projects to increase seasonal worker housing.

**Board Discussion:** Chair Duffy addressed the Board indicating the success of the Strategic Planning Session that was held on November 13, 2024 at SUNY Adirondack. Chair Duffy asked that Mr. Wersten give the Board a few moments of discussion for his appointment. After discussion, the EDC Board unanimously approved his appointment.

A discussion ensued regarding the resolutions for the creation of an Executive Committee. The Board suggested to pass resolution to create such Committee, but to table nomination of additional member until the Governance Committee can provide outreach and recommendation to appoint. Edited Resolution reflects the suggestion.

4. **Executive Session** None

5. **Approvals/Resolutions:**

The following were approved by unanimous vote; motion made by Sue Corney; seconded by Kathy Muncil:

- October 2024 Financials
- October 17, 2024 EDC Regular Board of Directors meeting Minutes
- **Resolution No 20241120-1** – Approval of 2025 SEP Contributions – motion made by Kathy Muncil; seconded by Sue Corney, all in favor, passed unanimously.
- **Resolution No 20241120-2** – Approval of 2025 Health, Dental, Vision and Life contributions – motion made by Sue Corney, seconded by Jim Marco, all in favor, passed unanimously.
- **Resolution No 20241120-3** – Approval of 2025 Employee Salary Increase – motion made by

Sue Corney; seconded by Melanie Weber; all in favor, passed unanimously.

- **Resolution No 20241120-4** – Approval of 2025 EDC Holiday Schedule – motion made by Sue Corney, seconded by Melanie Weber; all in favor, passed unanimously.
- **Resolution No 20241120-5** – Approval of Establishment of Executive Committee – motion made by Jim Marco, seconded by Melanie Weber; all in favor, passed unanimously.
- **Resolution No 20241120-6** – Approval to Appoint Paul Wersten to EDC Board of Directors – motion made by Kathy Muncil, seconded by Jim Marco; all in favor, passed unanimously.

6. **Other Business:** none

7. **Adjournment:**

Upon no further business to come before the board, a motion was made by Jim Marco; seconded by Judy Calogero; carried unanimously to adjourn the meeting at 8:53 a.m.

DRAFT