



ECONOMIC DEVELOPMENT CORPORATION, Warren County (EDC)

Minutes of December 19, 2023, Meeting of the Board of Directors

Present:

Mitch Amado – Chair/Treasurer
Kathy Muncil – Vice Chair/Chair of Audit & Finance Committee
Laura Ladu – Secretary
Dr. Kristine Duffy – Representative, SUNY Adirondack
Mike Wild – Representative, Warren County
Judy Calogero – Representative, City of Glens Falls
Sue Corney – Director/Chair of Governance Committee
John Strough – Representative, Town of Queensbury
Mike McLarty – Finch Paper

Staff:

Jim Siplon – President
John Wheatley – Vice President
Tricia Hartle – Economic Development Coordinator

On December 19, 2023, the Board of Directors for the Economic Development Corporation met in person at 11 South Street, Suite 201 Board of Directors Meeting. The following items were discussed:

1. **Welcome & Call to Order:** at 8:00 a.m. Vice Chair Muncil welcomed everyone and called the meeting to order.
2. **Reports of Committees:**
Audit & Finance Committee: Chair Muncil provided a report on the Audit & Finance Committee meeting held on December 12, 2023, indicating review of the preliminary 2024 Budget Recast that will be adopted in January 2024. Also reviewed the discussions regarding draft resolutions for salaries in 2024 and employer contributions for retirement plan and employee health benefits contributions and rates.

Governance Committee: Chair Corney provided a report on the Governance Committee Meeting held on December 18, 2023. Discussion regarding meeting with ORDA in January for in-depth conversation about seat on the board. Resurrecting welcome luncheon by the governance Committee for new board members. 2024 membership campaign status.
3. **President/Staff Report:** President Jim Siplon discussed year end resolutions to be passed (listed below) President Siplon noted there was a discrepancy in health insurance rates that Director of finance Dumouchel found and the error was rectified. Mr. Siplon reviewed areas of recent work, including the work the EDC led to solicity and submit input to the state on new grant funding for broadband, the efforts to form a hydro working group to support this underserved area of our local economy, and expansion of the ecosystem around micro businesses and entrepreneurs. Mr. Siplon

indicated a forum is being planned for early 2024 highlighting emerging new businesses. Finally, President Siplon advised the board of the response to ABO on their recent web audit.

Vice President Wheatley provided a monthly update on business activity by category/subcategory as well as EDC 2024 Areas of Focus to including business expansion, assistance & engagement, new business attraction, housing advancement, microbusiness & entrepreneurial, broadband, and cellular gap & capacity and regional biomed growth & support. Vice President Wheatly provided an update on social media.

Tricia Hartle provided an update on the 2024 EDC Membership campaign indicating monthly updates will be provided to the Board on status of membership. Ms. Hartle informed the board of the Website migration currently taking place and the plans to update the site by staff in the first two quarters of the new year.

4. **Approvals/Resolutions:**

Resolutions to adopt the following were brought before the board. The following were approved by unanimous vote; motion made by Dr. Kris Duffy, seconded by Sue Corney.

Resolution No. 20231219-1 – to Approve the 2024 employee SEP Contributions

Resolution No. 20231219-2 – to Approve the 2024 Membership Labels for Levels

Resolution No. 20231219-3 – to Approve the 2024 EDC Holiday Schedule

Resolution No. 20231219-4 – to Approve EDC Health, Dental, Vision and Life Insurance Contributions

Resolution No. 20231219-5 – to Approve 2024 EDC Employee Salaries/Wages

The following were approved by unanimous vote; motion made by Judy Calogero, seconded by Kathy Muncil:

- November 2023 Financials
- November 15, 2023 EDC BOD Meeting Minutes

5. **Other Business:** none

6. **Executive Session:** None

7. **Adjournment:** Upon no further business to come before the board, a motion was made by Sue Corney seconded by Kathy Muncil and carried unanimously to adjourn the meeting at 8:38 a.m.