



Minutes of May 15, 2024
Regular Monthly Meeting of the Board of Directors
Held in person at 11 South Street, Suite 201 at 8:00 a.m.

Present:

Kathy Muncil – Vice Chair/Chair of Audit & Finance Committee
Judy Calogero – Representative, City of Glens Falls
Dr. Kristine Duffy – Representative, SUNY Adirondack
Laura Ladu – Secretary
Ashley Walden - ORDA
Melanie Weber - (g)row
Mike Wild – Representative, Warren County

Absent:

Sue Corney – Director/Chair of Governance Committee
Mike McLarty – Finch Paper
John Strough – Representative, Town of Queensbury

Guests: Christy Alexander, WorkSmart

Staff:

Jim Siplon – President
John Wheatley – Vice President
Diane Dumouchel – Director, Finance
Tricia Hartle – Economic Development Coordinator
Briana Lyons – Communications Contractor

On May 15 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 following items were discussed:

1. **Welcome & Call to Order:** At 8:01 a.m. Vice Chair Kathy Muncil welcomed everyone and called the meeting to order.
2. **Reports of Committees:** Chair Muncil provided the report on the Audit & Finance Committee meeting held on May 14, 2024, reviewing the April 2024 financials. She noted EDC received less funding from the County, therefore the marketing/communications position would be hired as a part-time employee. President Siplon also added that the File Form 990 was reviewed by the auditors, and they noted a few minor areas needing reconciliation and clarification. As a result, EDC has filed for an extension of the 990 with a subsequent 990 to be presented to the board for approval once that review is complete.

Governance Committee: In the absence of Chair Corney, Committee Member Melanie Weber provided a report on the Governance Committee Meeting held on May 8, 2024. The Committee recommends the appointment of Dr. Kristine Duffy as *Interim* Chair and Kathy Muncil as EDC

Treasurer, in addition to her role of EDC Vice Chair. The Committee recommends to the Board the appointment of James Marco, Vice President, Human Resources, Glens Falls Hospital to Seat number 4 on the EDC Board, replacing Mitch Amado's seat for a four-year term. The Committee also recommends Mr. Marco's appointment to the Audit & Finance Committee.

At the May 8, 2024, Governance Committee meeting, the committee also discussed the importance of representation of other industries on the board, e.g., a member of the banking community, manufacturing or other private entity business. The committee makes the recommendation to the Board to revise the current Bylaws, Article III, Section 2 to expand the Board from eleven (11) members to thirteen (13).

A review of current policies continues, and the Committee recommended review of several policies be reviewed by the Audit & Finance Committee.

3. **President/Staff Report:** President Jim Siplon reminded Members about the Ceremony to Commemorate the start of the North Creek Ski bowl project. Ashley Walden, ORDA, addressed the Board highlighting that this project begins a series of major projects positioning the Ski Bowl as a full-service hub for four-season activities strengthening North Creek as a year-round destination. She also indicated that the Town of Johnsbury owns the property the Ski Bowl resides on and this collaboration with the State and Town is an important relationship to nurture. She asked for the EDC Board support as the project gains momentum.

President Siplon and Vice President Wheatley provided a monthly update on EDC activities. On Monday, EDC participated in Adirondack Day with several other entities attending and highlighted the importance of EDC's participation. Updates were provided on business activity by category and a breakdown of active projects. President Siplon shared with the board the LDC assistance provided to Nettle Meadow Cheese and continued efforts to assist other businesses.

President Siplon reminded the Board that typically the monthly Board of Directors meeting is suspended/cancelled in August of each year and asked that the suspension occur in July this year.

He continued to share new additions to the Open Meetings law and that outreach had been made to EDC Counsel for further guidance. Judy Calogero indicated the City of Glens Falls could perhaps be of some assistance in terms of recent changes.

4. **Approvals/Resolutions:**
The following were approved by unanimous vote and passed unanimously; motion made by Laura Ladu; seconded by Melanie Weber:

- April 2024 Financials
- April 17, 2024 EDC Regular Board of Directors meeting Minutes
- Approval to cancel July 17, 2024 BOD Meeting

All in favor. Motion carried unanimously.

Resolutions:

- Resolution No. 20240515-1 Approval EDC Officers; motion made by Judy Calogero; seconded by Laura Ladu.
- Resolution No. 20240515-2 Approval to Appoint Jim Marco, Glens Falls Hospital to EDC Board of Directors and appointment to the Audit & Finance Committee; motion made by Dr. Kris Duffy; seconded by Judy Calogero.

- Resolution No. 20240515-3 Approval to amend and restate EDC Bylaws to review number of EDC Board Seats; motion made by Dr. Kris Duffy; seconded by Melanie Weber.

All in favor, motion carried unanimously.

5. **Other Business:** None

6. **Executive Session:** None

7. **Adjournment:** Upon no further business to come before the board, a motion was made by Dr. Kris Duffy; seconded by Laura Ladu, carried unanimously to adjourn the meeting at 8:48 a.m.

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