



Choose Columbia

Columbia Economic Development Corporation

MINUTES
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
Tuesday, February 23, 2021
One Hudson City Centre, Suite 301
Hudson, NY 12534

Due to public health and safety concerns related to COVID-19, the Columbia Economic Development February 23, 2021 Board meeting will be held at 8:30am via Join Zoom Meeting <https://us02web.zoom.us/j/88166149084?pwd=dzRrc3VvSit3WDBqakFaUFN4b2R0dz09> Meeting ID: 881 6614 9084; Passcode: 592089, Dial 1 929 205 6099 US (New York) Meeting ID: 881 6614 9084 The public will have an opportunity to hear the meeting live and provide comments. Comments can be provided via email before and during the meeting to mtucker@columbiaedc.com. Please check the meeting agenda posted on the CEDC’s website www.columbiaedc.com for further instructions to access the virtual meeting and for updated information.

A regularly scheduled meeting of the Columbia Economic Development Corporation (CEDC) Board of Directors was held via ZOOM Meet due to COVID-19 on February 23, 2021. The meeting was called to order at 8:30 a.m. by David Fingar, Chair.

Attendee Name	Title	Status	Arrived/ Departed
Ruth Adams	Board Member	Present via Zoom	
Russell Bartolotta	Board Member	Excused	
Collin Brown	Board member	Excused	
Jim Calvin	Vice-Chair	Present via Zoom	
Rick Cummings	Board Member	Present via Zoom	
Carlee Drummer	Board Member – Ex-Officio	Present via Zoom	
David Fingar	Chair	Present via Zoom	
Tish Finnegan	Board Member	Present via Zoom	
Derek Grout	Board Member	Present via Zoom	
James Lapenn	Board Member	Present via Zoom	
John Lee	Treasurer	Present via Zoom	
Kenneth Leggett	Board Member	Excused	
Eric Mortenson	Board Member	Excused	
Carmine Pierro	Board Member – Ex Officio	Present via Zoom	
Seth Rapport	Board Member	Present via Zoom	
Richard Scalera	Board Member – Ex Officio	Present via Zoom	
Gary Spielmann	Board Member	Present via Zoom	
Sarah Sterling	Secretary	Present via Zoom	
Brian Stickle	Board Member	Excused	
Andy Howard	CEDC Attorney	Present via Zoom	
F. Michael Tucker	President/CEO	Present via Zoom	
Lauren Cranna	Business Development Partner	Present via Zoom	
Lisa Drahushuk	Administrative Supervisor	Present via Zoom	
Martha Lane	Business Development Director	Present via Zoom	
Cat Lyden	Administrative Assistant-Bookkeeper	Present via Zoom	
Erin McNary	Bookkeeper	Present via Zoom	
Ileana Morales	Marketing Specialist	Present via Zoom	
Carol Wilber	Marketing Director	Present via Zoom	

Mr. Tucker informed the Board that Ms. Wilber had resigned from her position she had held since 2013. He thanked her for her years of service. He read a resolution honoring her on behalf of the Board. *Mr. Spielmann made a motion, seconded by Mr. Lapenn to adopt the resolution and add to the official record. Carried.*

Treasurer's Report:

Mr. Tucker reviewed the Treasurer's Report with the Board. He noted the PPP loan had been forgiven. He stated several minor adjustments were expected as a result of the audit. *Mr. Calvin made a motion, seconded by Mr. Lapenn to approve the report as presented. Carried.*

President/CEO Report:

Mr. Tucker stated the second application for the second Payroll Protection Plan had been approved. He suggested the EDIL loan be repaid upon receipt of the PPP funds. *Mr. Lapenn made a motion, seconded by Ms. Sterling to authorize the repayment as outlined. Carried.*

Mr. Tucker stated the Shaker Museum project proposed for Chatham had been approved. He noted the Transco power line project had received NYS approval for the first phase of their project. Mr. Tucker reviewed his list of projects which included projects proposed for the Commerce Park as well as City of Hudson projects. He noted the Loan program was showing increased interest and they were working on a USDA grant application to assist economic development support in the towns and villages in the county.

Minutes, January 26, 2021:

Mr. Calvin made a motion, seconded by Mr. Lapenn to approve the minutes of January 26, 2021 as presented. Carried.

Membership Update:

Mr. Tucker reported \$27,000 had been raised thus far.

2021 Mission Statement and Performance Goals:

Mr. Spielmann made a motion, seconded by Ms. Finnegan to approve the document as presented. Carried.

2020 Performance Measures Report:

Mr. Calvin made a motion, seconded by Mr. Cummings to approve the report as presented. Carried.

Committee Reports

Audit and Finance Committee:

Mr. Fingar noted the Committee had not met in the past month.

Executive Committee

Mr. Tucker stated as a result of the Executive Committee individual interviews were being held with Elena DeFeo Keane to get a better understanding if staffing levels were adequate.

Governance and Nominating Committee:

Slate of Directors:

Mr. Spielmann presented the proposed slate of directors to be voted on at the Annual Meeting as follows:

- Ruth Adams – Art Omi
- David Fingar – Mid-Hudson Cablevision
- Derek Grout – Harvest Spirits
- Sarah Sterling – HOUSE Hudson Valley
- Gary Spielmann – Kinderhook Library

He noted Russell Bartolotta and Eric Mortenson had both resigned due to other commitments and a third vacancy existed from Dr. Suttmeier's resignation. *Mr. Calvin made a motion, seconded by Mr. Lapenn to approve the proposed slate of directors as presented. Carried.*



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Mr. Spielmann reviewed the process developed by the Governance and Nominating Committee. The process allows for any current board member to propose a candidate. The Governance and Nominating Committee will review the proposed candidates qualifications and interests, if the review is positive, the Committee will ask the proposer to contact the proposed candidate and explain CEDC's mission and role and responsibility of board members. If the proposed candidate is interested, the proposer will contact the Chair of the Committee to schedule an interview. The Committee will then vote on the proposed candidate at the next meeting and if positive will recommend the proposed candidate to the full board. The full board will then vote on the proposed candidate at the next scheduled meeting and the proposer will then notify the candidate.

Mr. Tucker stated the Governance and Nominating Committee had asked Mr. Tucker to review the Board Orientation Manual as well as create a Board Prospect Information kit. He noted he and Ms. Cranna had begun work on that and would present at the next Governance and Nominating Committee meeting. He stated he had reached out to Collin Brown regarding his committee membership.

2021 Compliance Calendar:

Mr. Cummings made a motion, seconded by Mr. Fingar to approve the 2021 Compliance Calendar. Carried.

Loan Committee:

Ms. Lane stated two loans had closed in the past month, WYLDE Hudson and Hudson Roastery. She stated one loan had been approved by the Loan Committee, Bodega Aquila Real which was not presented to the Loan Committee as the loan amount was under \$20,000.

Portfolio Review:

Ms. Lane noted several loans were in arrears and have subsequently paid on their loans. Ms. Lane noted there were two loans remaining that were being paid by the SBA until April. She stated there were 23 loans which would receive five payments from the SBA, and the two closed after February 1st will receive three payments from the SBA. *Mr. Lapenn made a motion, seconded by Mr. Spielmann to approve the Portfolio Review. Carried.*

Workforce and Education:

Mr. Tucker stated he was working on Career Jam which had moved the event date to April 16th. He noted that he had spent some time on determining how to become a virtual participant in order to develop a template for other businesses. Mr. Tucker stated they were looking for 15 businesses from Columbia County and 15 businesses from Greene County to participate. He and Ms. Wilber had been working on a transition plan to enable continuity of the programs she had been responsible for.

With no other business to be conducted, and no public comment, Ms. Finnegan made a motion, seconded by Mr. Lee to adjourn the meeting. Carried. The meeting adjourned at 9:09am.

Respectfully submitted by Lisa Drahushek,