



# Choose Columbia

Columbia Economic Development Corporation

## **COLUMBIA ECONOMIC DEVELOPMENT CORPORATION**

### **NOTICE OF MEETING**

Please take notice that there will be a meeting of the Columbia Economic Development Corporation Executive Committee held on December 1, 2021 at 8:30am, at their office located at One Hudson City Centre, Suite 301, Hudson, NY 12534 to consider all matters presented to the Board for consideration. This meeting is open to the public. Due to public health and safety concerns related to COVID-19, and in accordance with the Senate and Assembly bills (S.50001/A.40001), the meeting will be also be held via **Zoom**, Join Zoom Meeting

<https://us06web.zoom.us/j/84485161526?pwd=dIZ4Y0wxT080QXBYckNLdURuek1Ydz09>

Meeting ID: 844 8516 1526, Passcode: 264511, Dial by your location: 1 646 558 8656 New York. Find your local number: <https://us06web.zoom.us/j/kcHLekPWJC>

Dated: November 24, 2021

Sarah Sterling

Secretary Columbia Economic Development Corporation

### **CEDC Executive Committee**

#### **Agenda**

#### **Chairman:**

David Fingar

#### **Members:**

James Calvin

Sarah Sterling

John Lee

Richard Cummings

1. Minutes, September 22, 2021 \*
2. Staffing Review
3. Strategic Plan Update
4. Public Comment

#### **Attachments:**

Minutes: September 22, 2021

\* Action Required



**DRAFT**

# Choose Columbia

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**MINUTES**  
**COLUMBIA ECONOMIC DEVELOPMENT CORPORATION**  
**Executive Committee**  
**Tuesday, September 22, 2021**  
**One Hudson City Centre, Suite 301**  
**Hudson, NY 12534**

A regular meeting of the Columbia Economic Development Corporation (CEDC) Executive Committee held in person and via Zoom due to the COVID-19 pandemic on September 22, 2021. The meeting was called to order at 8:32am by David Fingar, Chair.

Attendee Name	Title	Status	Arrived/ Departed
David Fingar	Chair	Present	
James Calvin	Vice-Chair	Excused	
John Lee	Treasurer	Present	
Sarah Sterling	Secretary	Present via Zoom	
Richard Cummings	Committee Member	Present	
Andrew Howard, Esq	CEDC Counsel	Present	
F. Michael Tucker	President/CEO	Present	
Lauren Cranna	Business Development Partner	Excused	
Lisa Drahushuk	Administrative Supervisor	Present	
Martha Lane	Business Development Director	Present	
Cat Lyden	Assistant Administrative and Bookkeeper	Present	

**Minutes June 16, 2021:**

*Mr. Cummings made a motion, seconded by Mr. Lee to approve the minutes from June 16, 2021. Carried.*

**Staffing Review:**

Mr. Tucker stated interviews had begun for the Project Manager position. He stated Mr. Fingar would be participating in a future interview of the candidates. Mr. Tucker stated he would be matching the candidate's skills to the tasks that needed to be completed. He reviewed the upcoming and current CDBG and County and City of Hudson IDA projects. He updated the Committee on the Loan Processor position. He noted Lorraine Bulson who had filled that position, was completing the tasks in less time than originally planned. He noted he was investigating a consultant to assist with the IDA annual reporting, which was becoming more complicated.

**2022 Budget Draft:**

Mr. Tucker presented the first preliminary draft budget to the Committee.

# DRAFT

## **Strategic Plan Update:**

Mr. Tucker noted the previous strategic planning process had cost \$6,400, he noted he had received feedback from Mary Ellen O'Loughlin. She was suggesting that the initial conversations suggested a full strategic planning process, including constituent input and public meetings. Mr. Fingar felt whatever was decided should adhere to the bylaws. Mr. Howard felt all the current strategic planning pillars fit under the current by-laws. *Mr. Lee made a motion, seconded by Mr. Cummings to approve the strategic plan update at a cost not to exceed \$10,000. Carried.*

## **Other Business:**

Mr. Tucker reviewed the county sales tax numbers, the Center for Economic Growth's annual economic profile of Columbia County. He discussed the proposal from the broadband consultant that would continue the services. He and Mr. Fingar agreed that no funding sources for the project would be identified in the short term. The consultants were asked to give a new proposal for a timeframe further out.

Mr. Tucker stated UHY had requested that CEDC begin to utilize Quickbooks online in order to assist in the auditing process. He handed out a proposal from a certified Quickbooks provider who CEDC had worked with previously, to assist with the transition.

Mr. Tucker distributed a proposal from Columbia-Greene Community College on the Career Connections (the former Junior Career Institute), for the Committee to review. He noted the College was requesting \$15,000 from CEDC and Greene County with an additional request for \$75,000 from the Berkshire Taconic Foundation.

Mr. Tucker gave an update on the Commerce Park as well as other projects he was working on.

With no further business and no public comment the meeting was adjourned at 9:34am upon a motion by Mr. Cummings and seconded by Mr. Lee.

*Respectfully submitted by Lisa Drafusluk,*