



# Choose Columbia

Columbia Economic Development Corporation

## COLUMBIA ECONOMIC DEVELOPMENT CORPORATION

Tuesday, December 21, 2021

One Hudson City Centre, Suite 301

Hudson, NY 12534

A regularly scheduled meeting of the Columbia Economic Development Corporation (CEDC) Board of Directors was held in person at their office located at One Hudson City Centre, Suite 301, Hudson, NY 12534 on December 21, 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	
James Calvin	Vice-Chair	Present via Zoom	
Richard Cummings	Board Member	Present	
Carlee Drummer	Board Member – Ex-Officio	Present via Zoom	
David Fingar	Chair	Present	
Patricia Finnegan	Board Member	Present via Zoom	
Tarah Gay	Board Member	Present	
Derek Grout	Board Member	Excused	
James Lapenn	Board Member	Present	
John Lee	Treasurer	Present via Zoom	
Kenneth Leggett	Board Member	Excused	
Michael Molinski	Board Member	Present	
Anita Otey	Board Member	Present via Zoom	
Carmine Pierro	Board Member – Ex Officio	Present	
Seth Rapport	Board Member	Excused	
Richard Scalera	Board Member – Ex Officio	Excused	
Sarah Sterling	Secretary	Present	
Brian Stickle	Board Member	Present via Zoom	
Andy Howard	CEDC Attorney	Present via Zoom	
F. Michael Tucker	President/CEO	Present	
Lauren Cranna	Business Development Partner	Present	
Lisa Drahushuk	Administrative Supervisor	Present	
Martha Lane	Business Development Director	Present	
Cathy Lyden	Bookkeeper	Present	

### Minutes, November 23, 2021:

*Mr. Lapenn made a motion, seconded by Ms. Sterling to approve the minutes from November 23, 2021. Carried.*

### President/CEO Report:

Mr. Tucker noted they received approval from Columbia County regarding the broadband study. He stated the Pocketbook Factory project was approved by the City of Hudson IDA yesterday. He stated the County IDA had approved moving to a public hearing on the 178 Healy Association LLC project. He noted it was an affordable housing unit to be located in Greenport. He stated the City’s application for Return Brewing had been approved by OCR. The CDBG grant was a \$375,000 to the City of Hudson with a 15% fee to CEDC. He stated membership renewal letters would be out this week with the prospect letters out the first week of January. He

stated the County IDA had completed the final approval for the Klocke project, and the City of Hudson IDA had three potential hotel projects.

Mr. Tucker reviewed the Regional Council awards, and noted the sale of the former Kaz site would be completed by the end of the year. He noted the CEDC loan would be repaid upon loan closing. He asked for Board authorization to sign the release of lien on the property. *Mr. Cummings made a motion, seconded by Mr. Calvin to authorize Mr. Tucker to sign the lien release on behalf of the Board. Carried.*

Mr. Tucker reviewed the Loan Program statistics for 2021. He stated CEDC had been approved for Technical Assistance in the amount of \$181,877 which had assisted 80 clients. Sixteen SBA loans had been made totaling \$300,400 and 8 CEDC loans totaling \$235,000 had been closed. Ms. Lane announced CEDC had been awarded \$400,000 in SBA loan funding. Mr. Tucker stated a resolution was needed in order to accept the loan from the SBA. *Mr. Cummings made a motion, seconded by Ms. Gay to approve the acceptance of the \$400,000 of SBA funding. Carried.*

#### **Treasurer's Report:**

*Mr. Tucker reviewed the budget and suggested adding an additional \$50,000 to the debt reserve. Mr. Lapenn made a motion, seconded by Ms. Sterling to authorize the moving of \$50,000 to the debt reserve. Carried.*

Mr. Tucker reviewed the distributed Treasurer's Report for the Board. *Mr. Cummings made a motion, seconded by Mr. Lapenn to approve the Treasurer's Report as presented. Carried.*

#### **Committee Reports:**

##### **Governance and Nominating Committee:**

##### **Board Member Candidate:**

Ms. Sterling stated the Governance and Nominating Committee had interviewed and recommended Joseph Benson for a Board seat. *Mr. Fingar made a motion, seconded by Mr. Lapenn to approve Mr. Benson to fill a vacant Board seat. Carried.* Mr. Tucker stated Mr. Benson's term would begin on January 1<sup>st</sup>.

Ms. Sterling stated Mr. Benson's election caused her, in her capacity of Ethics Officer, to review the Conflict of Interest Policy and the Anti-Nepotism Policy. She noted Mr. Benson's brother had been approved for a loan at the December Loan Committee. She wanted to make sure all information was fully disclosed. Mr. Tucker reviewed the process to be taken if a conflict of interest had existed. He further noted that Joseph Benson, had not yet been elected to the Board so in fact no conflict existed. He noted further, the loan, which had been approved was for Mr. Benson's brother. Mr. Howard stated the Board has been diligent in addressing potential conflicts, but in this situation no conflict existed. He commended Ms. Sterling for her diligence.

##### **Loan Committee:**

##### **Portfolio Review:**

Ms. Lane reviewed the report, noting 711 County Rte 3, Browns' Autobody and Hudson Clothier were delinquent and had been contacted. She noted the remainder of the report was clean. *Ms. Sterling made a motion, seconded by Mr. Lapenn to approve the Portfolio Report. Carried.*

##### **Tivoli Mushroom LLC Loan Request:**

Ms. Cranna stated the request was for a total of \$75,000, with \$15,000 in the form of a SBA microloan and \$60,000 a CEDC loan. She stated the interest rate would be 5%, with each loan having a term of 72 months. She noted the funds would be used for equipment, materials, supplies and working capital and a lien would be placed on the building and equipment. She noted a personal guaranty from the principal would be obtained. Ms. Lane noted the project was an approved use for the site. *Mr. Calvin made a motion, seconded by Mr. Cummings to approve the loan as presented. Carried.*



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## **NY Speed Shop LLC:**

Ms. Lane reviewed the approved loan for the Board noting the loan was in the amount of \$23,000 to be used for equipment and working capital. The interest rate was 5% and would be paid over 72 months. The collateral was a lien on w\equipment and a personal guarantee from the principal. She stated it was an allowable use at the site. The Client was seeking a garage keeper's policy for his insurance as requested by the Loan Committee.

## **Velo Domestique:**

Ms. Lane stated the approved loan was in the amount of \$15,000, to be used for inventory and working capital. The term was 60 months with an interest rate of 5%. The proposed collateral was a lien on all business assets and a personal guarantee of the principals.

**Strategic Plan – M.E. O'Loughlin:** Mr. Tucker stated she was finishing up the interviews with the Board members she had missed on the first round. He stated they would be scheduling the discussed 1.5 - 2 hour long meeting for the full board in late January.

*With no other business to be conducted, and no public comment, Mr. Calvin made a motion, seconded by Mr. Cummings to adjourn the meeting. Carried. The meeting adjourned at 9:33am.*

*Respectfully submitted by Lisa Drahusuk*