



# Choose Columbia

Columbia Economic Development Corporation

**Meeting Notes**  
**COLUMBIA ECONOMIC DEVELOPMENT CORPORATION**  
**Tuesday, June 29, 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 June 29, 2021 Board meeting will be held at 8:30am via Join Zoom Meeting <https://zoom.us/j/96904198719?pwd=Tm1nQ01lWWxnbmJvUzFLMWR5RDc2dz09>, Meeting ID: 969 0419 8719 Passcode: 083099, Dial by your location: 1 646 558 8656, Find your local number: <https://zoom.us/u/acddoifaRR> 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](mailto:mtucker@columbiaedc.com). Please check the meeting agenda posted on the CEDC’s website [www.columbiaedc.com](http://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 June 29, 2021. The meeting was called to order at 8:31 a.m. by David Fingar, Chair.

Attendee Name	Title	Status	Arrived/ Departed
Ruth Adams	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	Excused	
Tarah Gay	Board Member	Present via Zoom	
Derek Grout	Board Member	Excused	
James Lapenn	Board Member	Present via Zoom	
John Lee	Treasurer	Excused	
Kenneth Leggett	Board Member	Present via Zoom	Arrived at 9:19am
Michael Molinski	Board Member	Present via Zoom	
Anita Otey	Board Member	Excused	
Carmine Pierro	Board Member – Ex Officio	Excused	
Seth Rapport	Board Member	Present via Zoom	
Richard Scalera	Board Member – Ex Officio	Excused	
Sarah Sterling	Secretary	Present via Zoom	
Brian Stickles	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	
Liam Merchant	Intern	Present via Zoom	
Mary Ellen O’Loughlin	Consultant	Present via Zoom	

Mr. Fingar noted there was no quorum present and opened the meeting at 8:31am.

**Chairman's Remarks:****Board Discussion – In Person Meeting Resumption:**

Mr. Fingar stated the Governor had announced the end of the virtual meetings. He asked the board for input about returning to in person meetings. Mr. Tucker stated the building was open and in-office meetings have been resumed. Mr. Tucker asked if the July meeting could be held at the Columbia Greene Community College due to insufficient area for 6 feet spacing. Dr. Drummer stated she is currently waiting on guidance from SUNY regarding vaccination requirements, but was unsure if they would apply to visitors or just students. Mr. Tucker suggested holding the Full Board meeting at the College in the room across from the Saland Forum, or in the Board Room. He stated he would follow-up with Dr. Drummer and Mrs. Drahushuk after the meeting regarding the appropriate space. Ms. Sterling stated she would meet with Mr. Tucker and review the CEDC conference room for appropriate spacing for Board and visitors.

**President/CEO Report:**

Mr. Tucker read a resolution honoring Ms. McNary on the occasion of her retirement on June 30, 2021. Mr. Calvin made a motion, seconded by Mr. Cummings to adopt the resolution.

Mr. Tucker stated it had been an extremely busy in the past month. He noted assistance had been given to applicants for the Consolidated Funding Applications. He noted there were several existing local businesses seeking to expand and several businesses planning to locate to the County and seeking help. He mentioned the Pocketbook Factory project which would include a \$20 million investment. He stated the project application would be submitted to the City of Hudson Industrial Development Agency.

Mr. Tucker stated he had taken a reporter from the Capital District Business Review on a tour of the county, showing him a number of projects in the County. He reviewed the county's housing sales, the sales tax numbers as well as the unemployment numbers. He stated he had been working on a proposed housing project to be located in Greenport.

**Treasurer's Report:**

Mr. Tucker reviewed the Treasurer's Report for the Board. He stated he was working on memberships and sponsorships. He stated the new Loan Processor position had been posted. He noted the delay was due to talks with the county about administering a small business grant fund that could be tied to loans. They were also researching setting aside a modest amount of funding for broadband. He noted he continued to oversee the County's PILOT agreements with solar projects in those communities who have given planning and town board approvals.

Mr. Tucker introduced Liam Merchant, the new CEDC intern, who was working with him on multiple projects. He stated the Project Manager position would be advertised in mid-July/early August. The position will take on some of the responsibilities previously held by Carol Wilber as well as the Project Manager responsibilities.

**Committee Reports:****Audit & Finance Committee:**

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

**Governance and Nominating Committee:**

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

**Loan Committee:****Culture Cream Loan Request:**

Lauren Cranna presented the loan request to the Board. The amount proposed was \$50,000 consisting of a \$25,000 SBA loan and a \$25,000 CEDC loan. The interest rate proposed was 3.75% over 72 months for each loan. The loan would be used for equipment, materials, supplies and working capital. The collateral would be a lien on all business assets and the personal guaranty of the principal.



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Mr. Tucker noted there was no quorum at the meeting, but suggested the Board could approve a policy exception at the next meeting, allowing the Board could approve loans recommended by the Loan Committee without a quorum. Mr. Tucker suggested asking for documentation of the additional loan from “friends and family”. Ms. Lane stated the CEDC loans would be contingent on her finalizing the additional financing. She noted a commitment letter from the lender would be required. Mr. Fingar called for a motion to approve the loan as presented with the conditions as outlined. He noted the loan would be brought before the Board in July for ratification as suggested by Mr. Howard. *Mr. Calvin made a motion, seconded by Ms. Sterling to approve the loan as outlined and recommended by the Loan Committee; contingent upon the additional funding as well as closing contemporaneously with the additional financing. All Directors present voted in favor, with the exception of Mr. Lapenn who abstained.*

## **Workforce and Education:**

Mr. Tucker stated the a partnership had been established between the Columbia and Greene County Chambers of Commerce, the economic development organizations of both counties, Columbia Greene Community College, Workforce NY and Questar III to discuss the Job Fair for NY Works. Other initiatives were being developed including a revamped Junior Career Leadership program. Dr. Drummer announced the program would begin with the high school juniors and follow them into their senior year. The new name of the initiative would be Career Connections. She noted they were working with their partners to obtain grant funding for the program.

## **Strategic Planning:**

Mr. Tucker introduced Mary Ellen O’Loughlin to review the strategic planning process with the Board.

Mr. Tucker informed the Board that the County had signed the contract with the broadband consultants and work would begin soon if it hadn’t already. They expect to be done by August 1<sup>st</sup>.

## **Portfolio Review:**

Ms. Lane stated the only loan which remained outstanding was Hudson Clothier.

*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 9:27am.*

*Respectfully submitted by Lisa Drahushek*