

COLUMBIA ECONOMIC DEVELOPMENT CORPORATION NOTICE OF PUBLIC MEETING

Please take notice that there will be a regular meeting of the Columbia Economic Development Corporation’s Executive Search Committee to be held in person on December 10, 2024 at 10:00am, at One Hudson City Centre, Suite 301, Hudson, NY 12534 in accordance with Public Officers Law Section 103-a. This meeting is open to the public, who will have the opportunity to attend the meeting in person at the One Hudson City Centre address or via Zoom and provide live comments. Comments can also be provided via email before and during the meeting to mtucker@columbiaedc.com. Meeting packets are posted and available on CEDC’s website: <https://columbiaedc.com>.

Join Zoom Meeting

<https://us06web.zoom.us/j/87856321628?pwd=WpcrQsQAFPzBPdpGGdTqLUjviD3TKx.1>

Meeting ID: 878 5632 1628, Passcode: 281354, Dial by your location: 1 646 558 8656

Find your local number: <https://us06web.zoom.us/j/87856321628?pwd=WpcrQsQAFPzBPdpGGdTqLUjviD3TKx.1>

Dated: December 3, 2024

Michael Molinski, Secretary Columbia Economic Development Corporation

CEDC Executive Search Committee Agenda

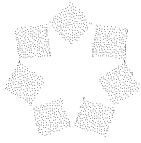
Members:

James Calvin	Tarah Gay	Rachel Levine	Bryan Mahoney
Rick Cummings	Martha Lane	Jim Mackerer	Michael Molinski

1. Review Timeline
2. Role of Current President & CEO
3. Key Elements of Job Description
4. Other Questions/Next Step
5. Schedule Next Meeting
6. Minutes of October 21, 2024 Meeting

Attachments:

October 21, 2024 minutes		



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Meeting Minutes - DRAFT
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
Executive Search Committee
October 21, 2024
One Hudson City Centre, Suite 301
Hudson, New York

A regularly scheduled meeting of Columbia Economic Development Corporation’s (CEDC) Executive Search Committee meeting was in person in accordance with the Public Officer’s Law Section 103-a, on October 21, 2024

Attendee Name	Title	Status	Arrived/Departed
James Calvin	Committee Chair	Present in person	
Rick Cummings	Committee Member	Present in person	
Tarah Gay	Committee Member	Present in person	
Martha Lane	Committee Member	Present in person	
Rachel Levine	Committee Member	Present in person	
Jim Mackerer	Committee Member	Present via Zoom	
Bryan Mahoney	Committee Member	Present in person	
Michael Molinski	Committee Member	Absent	
F. Michael Tucker	President/CEO	Present in person	
Andy Howard	CEDC Attorney	Present in person	
Riley Werner	Administrative Assistant	Present in person	
Lisa Drahushuk	Administrative Supervisor	Present in person	

Mr. Calvin called the meeting to order at 10:00am.

Introductions:

Mr. Calvin introduced James Mackerer to the other attendees, noting he was a former CEDC Board member.

Mr. Calvin stated the objective of this committee was to identify and onboard a candidate that will lead CEDC after Mr. Tucker’s retirement. He asked the discussions be kept confidential and asked the Committee members what questions the Committee should be asking itself relative to the search.

Mr. Cummings: The search could be long, so it is important to begin soon.

Mr. Tucker: Identify where the organization is and where it sees itself going forward. Redefine the direction of the organization then you can identify the skill sets needed. You may need to restructure staff to pick up areas where the new CEO is unfamiliar.

Mr. Howard: Challenge to find someone with energy, experience and knowledge of the County’s uniqueness.



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Ms. Gay: Mr. Tucker was successful because he had a vision of what the organization could be, and the knowledge of the players and the community. She stated respect for the organization was vital.

Mr. Mahoney: Understand what CEDC wants to be in the next 10 years and refining it from the many different things they are currently. What is the core of CEDC and focus on that core.

Ms. Lane: Be flexible with the salary, benefits, remote work, employment vs consultant, flexibility is important.

Ms. Levine: Look at Mr. Tucker's skill sets and develop a hierarchy of skills and rate them. Be willing to recruit, pay a relocation fee, the candidate may not be found locally.

Mr. Mackerer: Albany contacts are essential to success, understand the difference between rainmakers and administrators, try to find a mixture of both attributes.

Mr. Calvin: Will the new hire be performing the duties as they stand or will it be a different and changing set of responsibilities. Does the Strategic Plan accurately describe CEDC's Mission and objectives, does the plan need to be made current, fresh? Additionally, what is Mike's role in this process?

Mr. Calvin stated he wished to discuss and decide on a timeline of all the steps involved in hiring someone at this level. He noted the discussion would depend on a number of items to be discussed in Executive Session.

Executive Session was entered into under Section 105. f. to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Executive Session was entered into at 10:16 am, upon a motion by Ms. Gay and seconded by Ms. Levine. Carried.

Executive Session was exited at 10:52am upon a motion made by Ms. Lane and seconded by Mr. Cummings. Carried.

Mr. Calvin stated the Committee discussed a timeline. He stated a job description would be posted in August or September 2025. He stated qualifications and job description and compensation would be discussed at that meeting. He suggested scheduling another Search Committee Meeting on December 10th at 10:00am.

With no further business and no public present in person or on Zoom, Ms. Lane made a motion, seconded by Mr. Mahoney adjourn the meeting. Carried. The meeting adjourned at 10:52am.

Respectfully submitted by Lisa Draushuk