



Choose Columbia

Columbia Economic Development Corporation

COLUMBIA ECONOMIC DEVELOPMENT CORPORATION

Meeting Minutes

Tuesday, May 27, 2025

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 May 27, 2025. The meeting was called to order at 8:30 a.m. by James Calvin, Chair.

Attendee Name	Title	Status	Arrived/ Departed
James Calvin	Chair	Present in person	
Richard Cummings	Board Member	Present in person	
Carlee Drummer	Board Member – Ex-Officio	Present in person	
Tarah Gay	Vice - Chair	Present in person	
Justin Goldman	Board Member	Present in person	
Gary Graziano	Board Member	Present in person	
Derek Grout	Board Member	Absent	
Christine Hinz	Board Member	Present in person	
Michael Johnston	Board Member	Absent	
Amanda Karch	Board member – Ex-Officio	Present in person	
Kenneth Leggett	Board Member	Absent	
Rachel Levine	Board Member	Present in person	
Bryan Mahoney	Treasurer	Present in person	
Carmine Pierro	Board Member – Ex Officio	Absent	
Rachel Puckett	Board Member	Present in person	
Sean Sawyer	Board Member	Present in person	
Ryan Skoda	Board Member – Ex Officio	Absent	
Andy Howard	CEDC Attorney	Present in person	
F. Michael Tucker	President/CEO	Present in person	
Chris Brown	Housing Coordinator	Present in person	
Martha Lane	Vice President Business Development	Present in person	
Stephen Vandenburg	Business Development Specialist	Present in person	
Cathy Lyden	Bookkeeper	Present in person	
Riley Werner	Administrative Assistant	Present in person	
Lisa Drahushuk	Administrative Supervisor	Present in person	

Call to Order:

Mr. Calvin called the meeting to order at 8:30am.

Acceptance of Resignation from the Board:

Mr. Calvin informed the Board that Christian Lopez had resigned from the Board due to health issues, business demands and other factors.

Governance and Nominating Committee Report:

Mr. Calvin stated the Committee recommended the appointment of Rachel Levine as the new Secretary to succeed Michael Molinski, who resigned. He asked if anyone else was interested in the office. With no other interested parties coming forward, he called for a motion and a second. *Ms. Gay made a motion seconded by Mr. Mahoney to elect Ms. Levine as CEDC Secretary. Carried.*

Ms. Levine stated adjustments to the by-laws had been discussed and asked Mr. Howard to review the changes. He stated the Committee had a discussion regarding the difficulty in obtaining quorums and had suggested the reduction from the current 17 independent members to 15 members, noting the ex-officio members would not be affected. He stated that would bring the number of members needed for a quorum from 9 to 8. Mr. Calvin stated the quorum change, while seemingly minor, would make a significant difference in obtaining a quorum for the meetings. *Mr. Mahoney made a motion, seconded by Mr. Sawyer to approve the proposed changes to the by-laws as proposed. Carried.*

Loan Committee Report:**Portfolio Dashboard:**

Ms. Lane stated a demand letter will be sent this week to Loan Client A. Loan Client B was working through their issues and had been in touch. Loan Client C made a second payment on both their loans. Bringing one loan current and the other 30 days behind. Loan Client D has been in touch and is expected to drop off checks this week. *Mr. Johnston made a motion, seconded by Ms. Levine to approve the report as presented. Carried.*

Mr. VanDenburgh stated IMBY had been approved for a loan by the Loan Committee and didn't need to come before the Board. He then presented the Tiny Town Farm LLC loan request which had been approved by the Loan Committee. He noted the farm store, located in Taghkanic, had requested a \$35,000 SBA microloan and a \$15,000 CEDC loan. The terms were 72 months at 7.75% interest. Funds would be used for equipment, inventory and working capital. Collateral would consist of a lien on business assets and the personal guarantee of the principals. *Mr. Cummings made a motion, seconded by Mr. Mahoney to approve the loan as presented. Carried.*

Search Committee Report:

Mr. Calvin stated the Search Committee had met and finalized a range of salary for the President/CEO position and had decided to post the position in the fall. He noted the goal is to select the candidate and have them on board and ready in time for an announcement at the annual meeting in April 2026.

President/CEO Report:

Mr. Tucker reviewed the financials with the Board. He noted the next drawdown of the SBA loan funds had been submitted. Mr. Tucker stated he would begin working on membership now in order to develop the program for the fall campaign. He reviewed the expenses, noting they were below budget.

Mr. Tucker reviewed the 2026 funding sources and discussed membership. Mr. Sawyer stated Olana has had good luck with special gatherings for its members and wondered if CEDC would be able to do the same, noting a further discussion could take place at the June meeting. *Mr. Graziano made a motion, seconded by Mr. Goldman to approve the Treasurer's Report as presented. Carried.*



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Capital Resource Corporation Grant:

Mr. Tucker reviewed the mission of the CRC organization. He reminded the Board they had provided the bonding for the previous hospital project. He recommended that the Board approve the \$5,000 for the annual funding. *Mr. Sawyer made a motion, seconded by Mr. Goldman to approve the \$5,000 grant to the Capital Resource Corporation. Carried.*

Pattern for Progress:

Mr. Tucker asked the Board to renew CEDC's \$10,000 membership with Patterns for Progress. He reviewed the studies they have done for CEDC in the past. *Mr. Mahoney made a motion, seconded by Mr. Goldman to approve the annual contract as described. Carried.*

Other Business:

Mr. Tucker briefly reviewed the Strategic Plan and the Annual Report noting the focus was on business growth. He stated the annual meeting had a great turnout, and thanked Dr. Drummer and Columbia-Greene Community College for their assistance with the event. He stated the information on the Capital Region Economic Development Councils kickoff for 2025 had been sent via email to the mailing list. He noted the deadline for the CREDC applications was July 31st. He informed the Board there would be no rolling deadline as had been the practice in the past few years. He stated a roundtable for those interested in Regional Council funding would be hosted in partnership with Greene County at Columbia-Greene Community College. He noted CEDC acts as a guide and will refer consultants to applicants.

Mr. Tucker stated focus would be on the second round of Office of Community Renewal's Microenterprise grants. He noted that \$300,000 award had been received from the past round and was in the process of being disbursed. He briefly reviewed the requirements for the businesses. He noted 13 awards were granted this year. He noted work continued with the Village of Kinderhook on their NY Forward program. He stated the village had received \$2.4 million with \$300,000 for small business grants.

Mr. Tucker informed the Board that 50 projects were currently being worked on, stating there was a great deal of development funding being directed toward the area. He stated the K&R Development project is anticipated to close next week. He noted the Hudson IDA benefits allow the project to continue to remain Section 8 housing for an additional 30 years.

Chris Brown gave a quick overview of housing progress:

- Plus 1 ADU project: 50 applied, 35 qualified, 14 winners who have passed pre-development, RUPCO will be working with those winners.
- Vacant rental assistance program administered by RUPCO turns vacant housing or property into affordable apartments.
- NYS budget includes some items included in the budget that will be researched further including: 50 million dollars for starter homes, funding for land banks and a small rental development initiative.

Mr. Brown gave an overview of the NYS Land Bank Association Conference he attended last week. He stated Crystal Loeffler, President of the Office of Community Renewal, asked attendees to determine what type of program gaps currently existed in their communities, and determine how to utilize or supplement programs already in existence using Land Bank funding to address or supplement the needs.

Mr. Brown noted few existing NYS programs target or are appropriate rural areas or needs. Mr. Tucker stated the county had asked CEDC to assist in remediation of existing homes.

Mr. Calvin asked Ms. Levine to add the nomination of an Ethics Officer to the Governance & Nominating Committee to their next meeting agenda. Mr. Tucker asked Mr. Calvin to serve in the capacity of acting Ethics Officer until a candidate could be elected.

Minutes of April 22, 2025:

Mr. Cummings made a motion, seconded by Ms. Levine to approve the draft minutes of April 22, 2025 as presented. Carried.

Mr. Calvin extended his thanks to the presenters and staff on the Annual Meeting. He then thanked Dr. Drummer for her service on the Board. This was Dr. Drummer's final CEDC board meeting.

Mr. Tucker asked the Board if they had heard any feedback at the Annual Meeting regarding hamlet development, noting that several people had approached him on the topic. Mr. Calvin asked that the topic be added to next month's agenda.

With no further business to be conducted and no public comments, Mr. Sawyer made a motion, seconded by Mr. Mahoney to adjourn the meeting. Carried. The meeting was adjourned at 9:35am.

Respectfully submitted by Lisa Drahushuk