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Columbia Economic Development Corporation

Meeting Minutes Draft
COLUMBIA ECONOMIC DEVELOPMENT CORPORATION
GOVERNANCE and NOMINATING COMMITTEE
August 12, 2025
One Hudson City Centre, Suite 301
Hudson, New York

A meeting of the Columbia Economic Development Corporation Governance and Nominating Committee was held on Tuesday, August 12, 2025, at 8:30am for the purpose of hearing any matters that may be presented to the Committee for consideration. The meeting was called to order at 8:30am by Rachel Levine, Chair.

Attendee Name	Title	Status	Arrived/Departed
James Calvin	Committee Member	Present in person	
Rick Cummings	Committee Member	Present in person	
Tarah Gay	Committee Member	Present in person	
Christine Hinz	Committee Member	Absent	
Rachel Levine	Committee Chair	Present in person	
F. Michael Tucker	President/CEO	Present in person	
Andy Howard	Counsel	Present in person	
Chris Brown	Housing Development Coordinator	Present in person	
Martha Lane	Vice President Business Development	Present in person	
Stephen VanDenburgh	Business Development Specialist	Present in person	
Lisa Drahushuk	Administrative Supervisor	Present in person	
Cathy Lyden	Bookkeeper	Present in person	
Riley Werner	Administrative Assistant	Present in person	

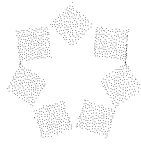
Minutes May 13, 2025

Mr. Calvin made a motion, seconded by Ms. Gay to approve the May 13, 2025 minutes as presented. Carried.

Board Candidates:

Ms. Levine stated Kenneth Leggett had resigned from the board and reminded the Committee he had chaired the Loan Committee. She discussed the three open board seats and the need to fill them. Mr. Tucker stated he would be including lists of the current Board members showing terms, locations and affiliations in the next full board meeting packet which would help focus the search for candidates.

Mr. Tucker stated he was working with Ms. Werner on a membership presentation for the September Board meeting. He noted that a membership sub-committee had been suggested, and he would be seeking several members to fill the sub-committee. He stated the goal was to increase membership by 30%. He suggested having a discussion regarding reasons people may want to join. Mr. Howard suggested a developer or someone in the building trade would be a valuable board member. Ms. Levine suggested developing a deck



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of talking points for membership recruitment as well as board openings. Mr. Tucker stated Mr. Calvin had suggested forming a communication/marketing sub-committee as well.

Governance Committee Charter Review:

Mr. Tucker stated this was the annual review of the Governance & Nominating Committee Charter. *With no questions and changes, Mr. Calvin made a motion, seconded by Mr. Cummings to recommend the charter to the full board. Carried.*

Draft 2026 Meeting Schedule:

Mr. Tucker asked the Committee to review the document so it could be brought for a review by the full Board and approved at the September meeting. Mr. Tucker stated that Ms. Werner would pull the CEDC meetings out of the full meeting schedule for review to ensure the meetings line up with the needs of the Board and Committees.

Mr. Tucker suggested, and the committee agreed that the CEDC annual meeting be held again at the college due to the success of the current year's event.

Other Business:

Mr. Tucker stated he was currently working on a preliminary budget to submit to Chairman Murell for 2026. Ms. Lane gave an update to the committee regarding the second round of the \$350,000 Microenterprise grants. Ms. Lane stated they are about to submit a reimbursement request later in the day to NYS. She stated all the funding had been allocated.

Ms. Lane gave an overview of the Kinderhook NY Forward project. She noted there was \$275,000 to be allocated among buildings located within a certain footprint in the village. She stated they were currently aware of three projects; noting that this was a matching program so the owners would need to prove the ability to match the state funding, prior to the submission of an application. She was hopeful they would have about 6 projects and stated it was moving along. Mr. Tucker noted the CEDC fee was \$29,000 for the NY Forward grant, and \$25,000 for the Microenterprise grant.

Mr. Tucker stated there would be 11 CFA projects from Columbia County being reviewed by the Regional Council projects, and 6 other water and sewer projects which would be approved.

Ms. Levine called for a motion to enter Executive Session under the Public Meeting Law §105 f. upon a motion made by Mr. Cummings and seconded by Mr. Calvin. Executive Session was entered into at 8:55am. Executive Session was exited at 9:28 am upon a motion made by Mr. Calvin and seconded by Mr. Cummings.

Having no further business and no public comments, the committee meeting was adjourned at 9:29 a.m. on a motion by Mr. Calvin, seconded by Mr. Cummings. Carried.

Respectfully submitted by Lisa Drahushuk