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Columbia Economic Development Corporation

COLUMBIA ECONOMIC DEVELOPMENT CORPORATION

Meeting Minutes - Draft

Tuesday, August 26, 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 August 26, 2025. The meeting was called to order at 8:32 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	
Tarah Gay	Vice - Chair	Present in person	
Justin Goldman	Board Member	Absent	
Gary Graziano	Board Member	Present in person	
Derek Grout	Board Member	Absent	
Christine Hinz	Board Member	Present in person	
Michael Johnston	Board Member	Absent/Zoom	
Amanda Karch	Board member – Ex-Officio	Present in person	
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	
Dr. Victoria Walsh	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 8:32am.

Loan Committee Report:**Portfolio Dashboard:**

Ms. Lane stated Loan Client A was in arrears, Loan Client B was in arrears, but continued to pay with late fees being assessed. Loan Client C had no update, Loan Client D continues to pay occasionally. *Mr. Cummings made a motion to approve the dashboard as presented, seconded by Mr. Sawyer. Carried.*

Riverden Shoppe Loan Request:

Mr. Vandenburg stated the loan request was for a \$20,000 CEDC loan and a \$30,000 SBA loan, both with 72 month terms at a rate of 7.75%. He stated the purpose was the purchase of an existing business and working capital. The interest rate was 7.75%, with collateral of a lien on business assets and the personal guarantee of the principal. *Mr. Sawyer made a motion, seconded by Ms. Levine to approve the loan as presented. Carried.*

Governance and Nominating Committee Report:**Board Openings:**

Ms. Levine reminded the Board that Mr. Leggett who had chaired the Loan Committee, had resigned from the Board. She stated the Committee had recommended Justin Goldman as the new Chair of the Committee. She asked if there were any questions about the appointment. Mr. Calvin asked for a motion to nominate Mr. Goldman as Chair of the Loan Committee. *Ms. Puckett made a motion nominating Mr. Goldman to chair the Loan Committee, which was seconded by Mr. Graziano. Carried.*

Governance and Nominating Committee Charter Review:

Ms. Levine stated no changes to the charter had been made. *Mr. Cummings made a motion, seconded by Mr. Mahoney to approve the charter as presented. Carried.*

2026 Draft Meeting Schedule for Review:

Ms. Levine stated the 2026 Meeting Schedule was being distributed for the members to review and check for any conflicts.

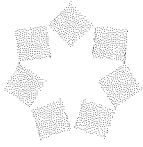
Membership:

Mr. Tucker stated that CEDC is looking at membership for the three open **board** seats as well as beginning to develop a membership plan. He stated they would begin to develop the materials for solicitation for members. He stated Ms. Werner had developed a list of current members and sponsors. For the Board's review. He stated he would like to increase the memberships and sponsorships to \$60,000 in the 2025 budget. He asked the board to review the distributed lists and come to Mr. Calvin or himself with suggestions, prior to reaching out to any potential members. Ms. Levine suggested discussing how marketing can be related to membership.

He stated 300 solicitations for membership are typically sent out. He noted the number of larger businesses in the county limited the pool of larger donors. He stated the majority of businesses in the county were small. Mr. Calvin and Mr. Tucker asked for volunteers to work with them on a membership development team. Sean Sawyer, Christine Hinz, and Rachel Levine expressed interest. A meeting will be scheduled during September to get started.

President/CEO Report:**Executive Director's Report:**

Mr. Tucker reviewed a \$330,000 grant application he was working on for the Connect All Office for a digital equity capacity grant. The name of the program is Columbia and Greene County Small Business Digital Literacy Program. It helps entrepreneurs develop essential tech skills for modern business operations through training, technical proficiency, information literacy, cyber security and online communications.



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He stated NYS had reached out to him regarding a wireless service study. He stated he was working with them to move the \$120,000 grant from the earlier proposal to a wireless study.

Mr. Tucker stated Ms. Lane and Mr. Vandenburg were working on the Kinderhook grant program and Mr. Brown was working on the County Land Bank and the County Housing Task Force. He stated the Village of Philmont would be including a small business grant program in their NY Forward application. He stated CEDC would be hosting an online housing forum in October.

Mr. Tucker stated CEDC was invited to participate in a Columbia and Greene County Economic Workforce Forum. Ms. Karch stated it was an economic and workforce state of the county event. She reviewed the event for the Board. She reviewed several other workforce supporting events happening later in the year.

Mr. Tucker has met Hudson Development Corporation's new Executive Director, Jessica Wallen. He believes there will be opportunities to partner with that organization.

Treasurer's Report:

Mr. Tucker reviewed the Balance Sheet and the Profit and Loss Statement with the Board. He stated the Columbia County IDA just sold a parcel of property to Harpis Development for their new facility. He stated the County had passed a resolution asking the IDA to pass the funds to CEDC who will hold the funds for future economic development. *Mr. Sawyer made a motion seconded by Mr. Graziano to approve the Treasurer's Report as presented. Carried.*

Minutes, July 29, 2025:

Mr. Graziano made a motion, seconded by Ms. Levine to approve the minutes as presented. Carried.

Mr. Calvin asked for a motion to enter into Executive Session under section 105 f of the NYS Public Officers Law to discuss a contractual matter. *Mr. Cummings made a motion seconded by Mr. Mahoney to enter Executive Session. Executive Session was entered into at 9:22am. Executive Session was exited at 9:25am upon a motion made by Ms. Levine and seconded by Ms. Hinz.*

Mr. Calvin reviewed the upcoming September meetings.

With no further business to be conducted and no public comments, Mr. Cummings made a motion, seconded by Ms. Levine to adjourn the meeting. Carried. The meeting was adjourned at 9:19am.