

Ulster County Economic Development Alliance  
P.O. Box 1800, 244 Fair Street  
Kingston, NY 12402-1800  
Tel: 845.340.3556



## **MINUTES**

Meeting of the Board of Directors  
April 26, 2016

A Meeting of the Board of Directors of the Ulster County Economic Development Alliance was held at 4:00 p.m., Tuesday, April 26, 2016, Legislative Chambers, Ulster County Office Building, 244 Fair Street, Kingston, NY.

The following Board Members were present:

Julie Cohen-Lonstein	Chair
Kenneth Crannell	
Burton Gulnick, Jr.	Treasurer
James Maloney	Vice Chair
Hector Rodriguez	
Ward Todd	Secretary

The following Board Members were absent:

Robert Sudlow

President:

Suzanne Holt                      Director, Ulster County Office of Economic Development

Board Counsel:

Clinton Johnson                  First Assistant County Attorney

Chief Financial Officer:

Christopher J. Rioux, CPA, Deputy Commissioner of Finance

Staff – Ulster County Office of Economic Development:

Linda Clark  
Timothy Weidemann

Additional Attendees:

Thomas Briggs                      Ulster County Legislator  
Geddy Sveikauskas                  Ulster Publishing

The meeting was called to order by Chair Julie Cohen-Lonstein at 4:16 p.m.

## **MINUTES**

**Motion:**                      Kenneth Crannell, seconded by Burton Gulnick, moved to approve the Minutes of the March 29, 2016 Special Meeting of the Board of Directors. A copy of said Minutes is on file.

This institution is an equal opportunity provider, employer, and lender.

**Vote:** The motion was adopted. Robert Sudlow absent.

**Motion:** Hector Rodriguez, seconded by James Maloney, moved to approve the Minutes of the March 29, 2016 Meeting of the Board of Directors. A copy of said Minutes is on file.

**Vote:** The motion was adopted. Robert Sudlow absent.

### **FINANCIALS**

**Motion:** James Maloney, seconded by Burton Gulnick, moved to approve the Financials for the period ending March 31, 2016. A copy of said Financials is on file.

**Vote:** The motion was adopted. Robert Sudlow absent.

### **PUBLIC COMMENT**

No individuals requested the Privilege of the Floor. The Public Comment section of the Agenda was closed.

### **COMMITTEE REPORTS**

#### **Audit Committee**

Committee Chair Burton Gulnick reported that the Committee had not met.

#### **Governance Committee**

Committee Chair Ward Todd reported that the Governance Committee had met prior to the meeting of the Board of Directors to perform the annual review of the Board's Policies and Charters. The committee has recommended the approval of the following policies as amended:

- Code of Ethics
- Compensation, Reimbursement and Attendance Policy
- Defense and indemnification Policy
- Investment and Deposit Policy
- Mission Statement and Goals
- No Extension of Credit Policy
- Procurement Policy
- Property disposition Policy
- Travel Policy
- Whistleblower Policy

**Motion:** Ward Todd, seconded by James Maloney, moved to adopt the above-referenced policies as amended as per the recommendation of the Governance Committee. A copy of said policies is on file.

**Vote:** The motion was adopted. Robert Sudlow absent.

The committee recommended the approval of the following charters as amended:

- Audit and Finance Committee Charter combined
- Governance Committee Charter

**Motion:** Ward Todd, seconded by James Maloney, moved to adopt the above referenced committee charters as amended. A copy of said Committee Charters is on file.

**Vote:** The motion was adopted. Robert Sudlow absent.

#### **ELLENVILLE MILLION UPDATE**

##### **Plan Modification – Hunt Memorial Preservation**

The Hunt Memorial Preservation Committee has proposed a plan modification; a copy of which is on file. The carpentry and plumbing have come in higher than expected. They have proposed not doing the basement windows (\$10,000) and instead put \$8,250 towards plumbing and \$1,750 toward carpentry work and then they are going to add another \$250 from other sources to complete the carpentry. They are on schedule and everything should be done by June.

**Motion:** Burton Gulnick, seconded by James Maloney, moved to approve the plan modification to the Hunt Memorial Preservation.

**Vote:** The motion was adopted. Robert Sudlow absent.

##### **Hunt Memorial Preservation - Approval of Invoice for Payment**

**Motion:** James Maloney, seconded by Burton Gulnick, moved to approve the Invoice from the Hunt Memorial Preservation Committee in the amount of \$18,010. A copy of the Invoice and the supporting documentation is on file.

**Vote:** The motion was adopted. Robert Sudlow absent.

##### **BBG&G – Approval of Invoice for Payment**

**Motion:** James Maloney, seconded by Kenneth Crannell, moved to approve Invoices in the amount of \$5,000 and \$3,350 for BBG&G Advertising. A copy of each Invoice is on file.

**Vote:** The motion was adopted. Robert Sudlow absent.

#### **MARKETING**

##### **Raleigh Green – Approval of Invoice for Payment**

**Motion:** Hector Rodriguez, seconded by Burton Gulnick, moved to approve Invoices in the amount of \$20,000 and \$5,000. The \$5,000 Invoice includes the costs associated with Evolving Media Network. A copy of each Invoice is on file.

**Vote:** The motion was adopted. Robert Sudlow absent.

#### **EDUCATION AND TRAINING**

Ms. Holt reported that the next Building Ulster Together Breakfast is scheduled for Wednesday, April 27, 2016 at the Best Western Plus, Kingston, NY. 75 reservations have been made to hear Bob Dandrew from the Local Economies Project.

Tim Weidemann has been charged with putting together the Education and Training component; as his hours increase to full time he will be devoting more time to this endeavor.

#### **OLD BUSINESS**

**Magazine Proposal**

Ms. Holt reported on the status of the suggested magazine that targets economic development. She suggested that a RFP be issued with the idea that whoever does the work gets to keep the money. They sell the advertising, they keep the money. In this way, there is no cost to the Alliance. She will issue a formal RFP seeking bids.

**Value Added Product Study**

Ms. Holt reported that a RFP was issued. Two proposals have been received and they will be reviewed tomorrow. A vendor will be picked; they will start in the next several weeks.

**Film Tax Credit**

Ms. Holt reported that the Film Tax Credit is hugely important to the county; it would make a big difference to Ulster County.

Hector Rodriguez expressed his views on the broadband issue and how they not only affect the film industry, but other industries as well.

**NEW BUSINESS**

None.

**EXECUTIVE SESSION**

**Motion:** James Maloney, seconded by Burton Gulnick, moved to go into Executive Session pursuant to Open Meetings Law, Section 105(H), with reference to real property.

**Vote:** The motion was adopted. Robert Sudlow absent.

The Board of Directors adjourned into Executive Session at 4:54 p.m.

**Motion:** Hector Rodriguez, seconded by Julie Cohen Lonstein, moved to adjourn out of Executive Session.

**Vote:** The motion was adopted. Robert Sudlow absent.

The Board of Directors re-convened the meeting at 5:02 p.m.

**MARKETING**

**Contract – Joe Deegan, Sperry Van Ness**

**Motion:** James Maloney, seconded by Burton Gulnick, moved to extend Joseph Deegan's contract for an additional year.

**Vote:** The motion was adopted. Robert Sudlow absent.

**Purchase Offer**

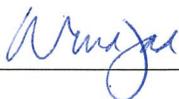
No official action was taken on the purchase offer presented for the 300 Flatbush Avenue property.

**ADJOURNMENT**

**Motion:** Hector Rodriguez, seconded James Maloney, moved to adjourn the meeting.

**Vote:** The motion was adopted.

Meeting Adjourned at 5:05 p.m.

  
\_\_\_\_\_

Ward Todd, Secretary