

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
July 10, 2018

A meeting of the Board of Directors of the Ulster County Economic Development Alliance was held at 4:30 P.M. on Tuesday, July 10, 2018, in the Courtroom of the Ulster County Surrogate's Court, 3rd Floor, Ulster County Office Building, 244 Fair Street, Kingston, NY.

The following Board Members were present:

Julie Cohen Lonstein	Chair
James Maloney	Vice-Chair (arrived at 4:35 PM)
Ward Todd	Secretary
Burton Gulnick, Jr.	Treasurer
Hector Rodriguez	
Lisa Berger	

The following Board Members were absent with notice:

Kenneth Crannell

Board Counsel:

Jennifer Clark Assistant County Attorney

Chief Financial Officer:

Christopher J. Rioux, CPA, Deputy Commissioner of Finance

Ulster County Office of Economic Development Staff:

Suzanne Holt, President & CEO
Timothy Weidemann
Bernadette Andreassen

Additional Attendees:

Joseph Maloney	Legislator, District No. 2
Kathy Nolan	Legislator, District No. 22
Brian Mahoney	Luminary Publishing
Samantha Liotta	Luminary Publishing

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

The meeting was called to order by Vice-Chair Maloney at 4:30 P.M.

PUBLIC COMMENT ON AGENDA ITEMS ONLY

No one asked for the privilege of the floor.

The Public Comment on the "agenda items" section of the agenda was closed.

ANNUAL HOUSEKEEPING RESOLUTION

RESOLUTION APPROVING CERTAIN APPOINTMENTS AND ADMINISTRATIVE MATTERS OF THE CORPORATION

Motion: Lisa Berger, seconded by Ward Todd, moved to adopt said Resolution and the officers as listed in Schedule A of said Resolution.

Discussion: Hector Rodriguez requested clarification regarding membership appointments at the Sole Member meeting in June. Chair Lonstein stated that the Resolution before the Board is for the Board to affirm and approve appointments and administrative matters.

The discussion resulted in no change to the original motion.

Vote: The motion was adopted.

ACKNOWLEDGEMENT OF FIDUCIARY DUTY
CERTIFICATION OF NO CONFLICT OF INTEREST

Chair Cohen-Lonstein requested that all members complete their respective Acknowledgement of Fiduciary Duty and Certification of No Conflict of Interest and return same to staff.

MINUTES

Motion: James Maloney, seconded by Ward Todd, moved to approve the Minutes of the June 5, 2018 meeting. A copy said minutes are on file.

Vote: The motion was adopted.

FINANCIALS

Motion: Ward Todd, seconded by James Maloney, moved to approve the Financials for the periods ending May 31, 2018 and June 30, 2018. Copies of said Financials are on file.

Vote: The motion was adopted.

PRESENTATIONS

Luminary – 2018 NYC EVENT SPONSORSHIP OPPORTUNITIES

Brain Mahoney and Samm Liotta reviewed a synopsis of the choices for the third event relative to the NYC Event Sponsorship which included the following:

- Tech Up for Women: November 15, 2018 which is a one-day event focusing on new technological advances, cyber security and different financing avenues for startup and privately-held companies.
- Food Loves Tech: November 2-3, 2018 which is an education-by-entertainment expo involving the food and beverage industry and how technology contributes to the future.
- Smart Hustle Small Business Conference: November 8, 2018 which is their 13th annual conference focusing on best practices in how to successfully start and grow a business, network with fellow business owners and listening to keynote speakers.

At the suggestion of Mr. Rodriguez, a decision to select one of the three events was tabled until the August meeting giving the Board an opportunity for greater review of the options before them.

OLD BUSINESS

GoDaddy Renewal

Suzanne Holt explained that these charges pay for the domain name and hosting of the Findellenville website. It is paid by automatic renewal and the most current statement indicates a possible rate increase. Ms. Holt will have staff look further into this matter and report back to the Board when more information is available with regard to the increase.

Motion: Lisa Berger, seconded by Ward Todd, moved to approve the renewal of the GoDaddy account for the Findellenville website. (A copy of said renewal and invoice is on file.)

Vote: The motion was adopted.

NEW BUSINESS

2017 IRS Form 990 and 2017 NYS CHAR-500 Form

Christopher J. Rioux explained that these documents were prepared by the auditors. They are informational returns which summarize all financial information included in the Audit as well as additional information regarding the EDA. (Copies of 2017 IRS Form 990 and 2017 NYS CHAR-500 Form are on file.)

Motion: Hector Rodriguez, seconded by Ward Todd, moved to approve the 2017 IRS Form 990 and IRS Form 2017 NYS CHAR-500.

Vote: The motion was adopted.

Citing their attendance required at a Ways & Means Committee Meeting, Burton Gulnick, Jr., James Malone excused themselves from the meeting at 4:56 P.M. Following their departure, there being seven members total and four members present, a quorum was confirmed.

New UCEDA Logo (Ditto!Design)

Suzanne Holt stated that the proposal before the Board is from Ditto!Design for a new UCEDA logo. After some discussion and a suggestion to limit the amount not to exceed \$2,500.00, it was the consensus of those members present to table a decision until the August meeting.

Cubic Invoices (#13629 and #13693)

Motion: Hector Rodriguez, seconded by Ward Todd, moved to approve payment of Cubic **Invoice Number 13629**, dated May 31, 2018 in the amount of **FIVE THOUSAND FIFTEEN DOLLARS and EIGHTY-SIX CENTS (\$5, 015.86)** –and- payment of Cubic **Invoice Number 13693** dated June 30, 2018 in the amount of **FIVE THOUSAND SEVEN HUNDRED FIFTY-ONE DOLLARS and NINETY-EIGHT CENTS (\$5,751.98)**. Copies of said invoices and supporting documents are on file.

Discussion: Hector Rodriguez asked Suzanne Holt to comment on her opinion of the services provided by Cubic thus far. Ms. Holt stated that she believes the recent addition of four blogs has helped toward presenting more thorough content. She concluded by stating that the contract ends in October and the Board can consider how they wish to proceed at that time.

The discussion resulted in no change to the original motion.

Vote: The motion was adopted.

Debra Bresnan Invoice #0601 (June 1, 2018)

Suzanne Holt stated that Ms. Bresnan has been working with the Ulster For Business website, FaceBook and Grand Central Tech North promotions as well as cleaning up the UCEDA website, which is an ongoing project. Ms. Holt reported that she is very satisfied with the work performed by Ms. Bresnan.

Motion: Lisa Berger, seconded by Hector Rodriguez, moved to approve payment of Invoice #060, dated June 18, 2018 submitted by Debra Bresnan in the amount of **ONE THOUSAND FOUR HUNDRED DOLLARS (\$1,400.00)**. A copy of said invoice is on file.

Vote: The motion was adopted.

SUNY Ulster Invoice (PCT CARE)

Ms. Holt reminded the Board that the contract relative to this payment was previously approved by the Board under the Ellenville Million component; and under the terms of that agreement an invoice and supporting documentation has recently been submitted for payment.

Motion: Lisa Berger, seconded by Ward Todd, moved to approve payment of Invoice dated June 5, 2018 submitted by SUNY Ulster in the amount of **TWENTY THOUSAND FIVE HUNDRED FORTY DOLLARS (\$20,540.00)**. A copy of said invoice and documentation is on file.

Vote: The motion was adopted.

Luminary Publishing, Inc. Invoice Number 75376

Motion: Hector Rodriguez, seconded by Ward Todd, moved to approve payment of Luminary Publishing, Inc. **Invoice Number 75376**, dated June 18, 2018 in the amount of **THREE THOUSAND TWO HUNDRED DOLLARS (\$3,200.00)**. A copy of said invoice and supporting documents is on file.

Discussion: At the request of Hector Rodriguez, an explanation was given regarding credits as they appear on the invoice.

The discussion resulted in no change to the original motion.

Vote: The motion was adopted.

OTHER BUSINESS and ANNOUNCEMENTS

None

PUBLIC COMMENT

No one asked for the privilege of the floor.

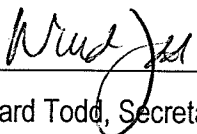
The Public Comment section of the agenda was closed.

ADJOURNMENT

Motion: Hector Rodriguez, seconded by Lisa Berger, moved to adjourn the meeting.

Vote: The motion was adopted.

The Meeting was adjourned at 5:19 PM.



Ward Todd, Secretary