

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



DRAFT MINUTES

Meeting of the Board of Directors
January 3, 2017

A meeting of the Board of Directors of the Ulster County Economic Development Alliance was held at 4:30PM on Tuesday, January 3, 2017, Legislative Chambers, sixth floor, Ulster County Office Building, 244 Fair Street, Kingston, NY.

The following Board Members were present:

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

The following Board Members were absent:

Hector Rodriguez
Robert Sudlow

President:

Suzanne Holt Director, Ulster County Office of Economic Development

Chief Financial Officer:

Christopher J. Rioux, CPA, Deputy Commissioner of Finance

Board Counsel:

Clinton Johnson First Assistant County Attorney

Staff – Ulster County Office of Economic Development:

Timothy Weidemann

Additional Attendees:

Geddy Sveikauskas Ulster Publishing
Bernadette Andreassen

The meeting was called to order by Chair Julie Cohen-Lonstein at 4:34 p.m.

MINUTES

Motion: Mr. Maloney, seconded by Mr. Crannell, moved to approve the Minutes of the December 6, 2016 meeting. A copy of said minutes is on file.

Vote: The motion was adopted.

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

ELLENVILLE MILLION

Agreement with Shadowland Theatre

A draft Agreement for Professional Services between the Ulster County Economic Development Alliance, Inc. and Shadowland Artists, Inc. was reviewed. A copy of said agreement is on file.

Motion: Mr. Crannell, seconded by Mr. Maloney, moved to authorize the Chair to prepare and execute a final Agreement for Professional Services.

Discussion: Mr. Maloney inquired whether the contract had been reviewed by counsel. Ms. Holt replied that it has met with counsel's approval.

Vote: The motion was adopted.

Agreements with the Town of Wawarsing and the Village of Ellenville regarding Parks

An Agreement for Professional Services between the Ulster County Economic Development Alliance, Inc. and the Town of Wawarsing, NY and an Agreement for Professional Services between the Ulster County Economic Development Alliance, Inc. and the Village of Ellenville, NY regarding improvements to the parks were reviewed. Copies of said agreements are on file.

Motion: Mr. Todd, seconded by Mr. Maloney, moved to authorize the Chair to execute said Agreements for Professional Services.

Vote: The motion was adopted.

EDUCATION & TRAINING

Ms. Holt reviewed the education and training events and activities completed during 2016 and outlined the plan for additional events in 2017. A networking event is tentatively scheduled for March, 2017, with a focus on the food and beverage industry. Subsequent events will focus on other target industries. The discussion resulted in no new motions.

PUBLIC COMMENT

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

OLD BUSINESS

Update on Marketing RFP

Ms. Cohen-Lonstein provided an update on the Request for Proposals to select a vendor for marketing services in 2017. According to Ms. Cohen-Lonstein, proposals were received and four prospective vendors were selected for interviews. Following the completion of interviews, Luminary Media of Kingston, NY was selected to enter into contract negotiations.

NEW BUSINESS

UCEDA Contract with Ulster County

An Agreement for Professional Services between the County of Ulster and the Ulster County Economic Development Alliance, Inc. was reviewed. A copy of said agreement is on file. Ms. Holt noted that the contract budget is \$25,000 less than the previous year.

Motion: Mr. Maloney, seconded by Ms. Cohen-Lonstein, moved to authorize the Chair to execute said Agreement for Professional Services.

Vote: The motion was adopted.

Invoices

The President requested and the Board consented to an addition of two invoices to the agenda. The first was an invoice to the Ulster County Economic Development Alliance (#1575 in the amount of \$10,000) from the Hudson Valley Economic Development Council for annual membership dues. A copy of said invoice is on file. Ms. Holt explained that past practice has been for UCEDA to pay the full amount, and for the Ulster County Industrial Development Alliance (UCIDA) to reimburse UCEDA for 50% of the membership dues. The UCIDA board meets next week, and it will take up the matter at that meeting.

Motion: Mr. Crannell, seconded by Mr. Maloney, moved to approve payment in the amount of \$10,000 on Invoice #1575 from HVEDC, contingent upon the approval by the UCIDA Board of Directors of a reimbursement to UCEDA in the amount of \$5,000.

Vote: The motion was adopted.

An invoice from Catylist (#18115 in the amount of \$2,600) was reviewed next. A copy of said invoice is on file. Ms. Holt explained that Catylist is the software used by UCEDA staff to maintain the database of available commercial properties that is used to respond to business attraction, expansion and relocation opportunities.

Motion: Mr. Todd, seconded by Mr. Maloney, moved to approve payment in the amount of \$2,600 on Invoice #18115 from Catylist.

Vote: The motion was adopted.

EXECUTIVE SESSION

The Chair requested a motion to enter executive session, as authorized by Open Meetings Law section 105, for the purpose of discussing matters related to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion: Ms. Cohen-Lonstein, seconded by Mr. Gulnick, moved to enter Executive Session for the purpose described above.

Vote: The motion was adopted.

The Board of Directors moved into Executive Session at 4:55PM.

Motion: Ms. Cohen-Lonstein, seconded by Mr. Crannell, moved to exit Executive Session.

Vote: The motion was adopted.

The Board of Directors moved out of Executive Session at 5:05PM.

ADJOURNMENT

Motion: Mr. Crannell, seconded by Ms. Cohen-Lonstein, moved to adjourn the meeting.

Vote: The motion was adopted.

Meeting was adjourned at 5:07PM. The next meeting of the UCEDA Board of Directors is scheduled for Tuesday, February 7, 2017 at 4:30PM in the Legislative Chambers of the County Office Building, 244 Fair Street, Kingston.

Ward Todd, Secretary