



FULTON COUNTY CENTER FOR REGIONAL GROWTH

Fulton County Center for Regional Growth
MINUTES of the MEETING of the BOARD of DIRECTORS

Friday – April 22, 2016 – 8:30 a.m.
FCCRG Board Room; 34 West Fulton Street
Gloversville, New York

- Directors Present: Chris Curro (via cc), Gregory Fagan, Travis Mitchell, Ronald Olinsky, Geoffrey Peck, Grant Preston, and Jim Selmsler
- Directors Absent: Scott Hohenforst and Dustin Swanger
- Staff Present: Ronald Peters and Becky Hatcher
- Guests: James Groff, Fulton County Liaison; Jim Mraz, FCIDA; Michael Albanese, Esq., Counsel; Chris Swatt, City of Johnstown; John Blackmon, County Supervisor

Public Session

Call to Order / Introductions:

Vice Chair Greg Fagan called the meeting to order at 8:30 a.m. He welcomed the Directors and guests to the meeting.

Minutes:

Jim Selmsler made a motion to approve the March 18, 2016 and March 25, 2016 board meeting minutes as written, with the February 17, 2016 and March 16, 2016 Finance Committee minutes as an attachment. Ron Olinsky seconded the motion and the minutes were approved.

Administrative Matters

Chair Report:

No Chair Report was provided at this meeting.

Committee Reports:

Executive Committee: This Committee has not met since the last Board meeting.

Governance Committee: This Committee has not met since the last Board meeting.

Finance Committee: Ron Olinsky advised the Board that this Committee met the Wednesday prior; they reviewed the Cash Position report, Phil Beckett's report, and the Maddalone report. He said that staff is gathering information on bank rates to move \$100,000 from the CRG operating account and into a new CD account. The Finance Committee feels that CRG should issue an RFP for its insurance needs. They reviewed the Loan Pool Report; there is an issue with one borrower that needs to be addressed in Executive Session.

Audit Committee: This Committee met and reviewed all Federal, State and ABO filings. Ron was reminded to send a copy of the Financial Report to the County per the contract.

Membership & Marketing Committee: A meeting of this Committee will be scheduled.

Gloversville Loan Fund Board/Committee: Per email responses, the following Directors volunteered to serve on the new Gloversville Loan Fund Board/Committee: Ronald Olinsky, Geoffrey Peck, and James Selmsler. These three Directors verbally gave their verbal consent to serve in this capacity. Grant Preston made a motion to officially nominate them as stated. Travis Mitchell seconded the nomination and they were unanimously appointed and approved. They all have agreed to be signers on the bank account once it is established. A meeting of this Board will be held soon.

County and City Reports:

Jim Mraz reported that lead generation work is beginning with 100 Smart Leads. The development of 2 new videos for County and Tryon websites continues. The DEC Commissioner is still contemplating the appointment of the entity in charge of site certification at the property south of the Johnstown Industrial Park.

Chris Swatt provided an update on the City of Johnstown. He said that they now have a group that sees things regionally and that they voted to supply water to the Global Village.

Old Business

2013-2015 Microenterprise Grant Program Update: There are still 2 unfunded grants. Ron mentioned that this money may have to be returned to the state soon if it is not disbursed. Regarding the remaining grants, these are being followed up on to make sure that all of the forms, including the job forms, have been collected for review. He said that the funds have assisted local businesses; one in particular has seen an increase in employees from a total of 3 prior to the grant to 7 after the grant.

2016 Microenterprise Grant Program Training Update: The first set of training sessions are currently underway with 2 of the 4 classes remaining. A second round of classes will be conducted as the first set of classes was comprised mostly of existing businesses and the state requires a certain percentage of start-up businesses. Additional marketing will be conducted toward that market.

Community Outreach Program: Ron continues to meet with small local businesses in the County. During the month of April, he met with Johnson Handyman Services, Linda Hinkle, North Country Ecological Services, S&J Enterprises, and a yet unnamed potential banquet facility enterprise. He reminded the Board that CRG's annual goal is to meet with 300 businesses per year. This is quite a tall order as most economic development agencies try to meet with 1 per month while CRG meets with 6. The meetings, however, continue to be positive and contribute to building a good relationship between CRG and the local business community.

Management Agreement Updates: Monthly reports from Maddalone continue to be received. Ron noted that they are doing a great job with the Estee Commons Apartment Complex; there are no vacancies in the building.

NYS Business Marketing Inquiries: Ron said that he was informed that the submissions he responded to ended up looking at sites in other states. He continues to work with the state on any leads appropriate to the area.

Estee Phase II: There has been no official work from NYS yet whether or not Liberty Affordable Housing will receive funding from NYS in order to proceed with their plans at the Phase II project. A meeting will be scheduled in the next few weeks to get bids on demolishing the existing building.

Combined County Marketing Effort Update: Ron continues to meet with Jim Mraz and Jon Stead each month on joint efforts to market the County.

NYS Urban Council Downtown Event Update: This event was a great success and was attended by 45-50 people. The Urban Council Board would like to come back in the future to see how things are progressing. The Board congratulated Ron on the success of this event. Ron handed out a letter of recognition from Jon Stead regarding this event.

Property Disposition Update: This will be discussed in Executive Session.

Other: Ron mentioned that CIC has entered into a contract for an engineer to look into a water drainage issue at the Perth Primary Care Center.

New Business

Potential CFA: Ron said that he has been trying to encourage business owners to apply for CFA funding where applicable. The deadline for 2016 applications is July 31st.

Potential CDBG Loans: A loan was recently approved for SW Skin Care. The loan will help to create 9 jobs in downtown Gloversville.

Downtown Meetings: Ron has met with a small core group four times to work on the application for the state's \$10 million grant. There are 7 cities in the Mohawk Valley Region in competition for this grant funding. The Gloversville team will hire a grant writer to complete their application.

Site Selector's Guild, Potential Event: Ron said that he expects that Fulton County will have to wait until at least the spring of 2017 to host a Site Selector event as the Guild only hosts 10 per year.

EPA Meeting: Ron held a meeting with representatives from the Federal EPA Program and the City of Gloversville. At the May Common Council meeting, there will be a discussion regarding the use of a grant writing firm to look for EPA brownfield funding.

Export Meeting with NYS: NY Global Division: Ron is in the process of assembling a list of companies who do exporting to have a meeting with NY Global and those businesses to increase their business capacity for overseas sales.

310 Marketing Results: Ron said that CRG will continue to participate in these State organized marketing calls. The cost is \$1000 for 2016 – 2018.

Tour of 34 West Fulton Street: A tour of the new building was offered but everyone in attendance has already been through the facility.

Other: Ron said that CRG is working on a joint Fulton and Montgomery County banking event which will explain various alternative funding options to local businesses. They would like to present to 30-40 businesses in the fall during a half-day session, with the lead bank being TD Bank.

Ron Olinsky made a motion to move \$100,000 from the CRG operating account into a 1 year CD. Geoff Peck seconded the motion and it passed.

Adjournment to Executive Session to Discuss Legal Issues

At 9:10 a.m. Greg Fagan asked for a motion that the Board move into Executive Session; it was made by Ron Olinsky and seconded by Chris Curro before it was passed. The guests were dismissed and thanked for their attendance at the Board meeting.

Legal Issues:

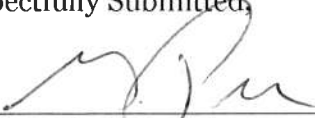
The Directors discussed several ongoing legal issues. These discussions were informational in nature. No action was needed.

Adjournment from Executive Session and Adjourn Board Meeting

At 9:35 a.m., Greg Fagan asked for a motion to adjourn the meeting from Executive Session. Geoff Peck made the motion; Ron Olinsky seconded the motion and it passed unanimously.

Additionally, as all needed agenda items had been covered, Greg asked for an adjournment for the Board Meeting. Jim Selmser made the motion; it was seconded by Grant Preston and was passed at 9:36 a.m.

Respectfully Submitted,



Geoffrey Peck, Board Secretary

5-20-16

Date



FULTON COUNTY CENTER FOR REGIONAL GROWTH

Fulton County Center for Regional Growth
MINUTES of the MEETING of the FINANCE COMMITTEE

Wednesday – April 20, 2016 – 8:30 a.m.
FCCRG Board Room, 34 West Fulton Street
Gloversville, NY

Directors Present: Gregory Fagan, Scott Hohenforst, Ronald Olinsky, Geoffrey Peck, and Jim Selmser

Staff Present: Ronald Peters and Becky Hatcher

Call to Order - Approval of Minutes

The meeting was called to order by Ron Olinsky at 8:29 a.m. Geoff Peck made a motion to approve the minutes from the February 17, 2016 meeting. Jim Selmser seconded the motion and it passed. Jim then made a motion to approve the minutes from the March 16, 2016 meeting. Geoff Peck seconded this motion and it passed unanimously.

Review of CRG, CIC and EDC Cash Positions

The Committee reviewed the Cash Position spreadsheet. They discussed the current cash balance in CRG's operating account and what funds are expected from the City of Gloversville and Senator Farley. They asked Becky to look into rates at various local banks in order to transfer \$100,000 into a 6 month – 1 year CD. She will email these rates to the Committee for their consideration and direction.

Review of Phil Beckett's Packet

The Committee reviewed Phil Beckett's report and his notes, which had been distributed to them prior to the meeting. They discussed CRG's P&L and CIC's Balance Sheets. They asked Becky to check into the potential savings if CRG were to pay the Travelers bill in one lump sum instead of making monthly payments. {The answer is \$6 per month/would save a max of \$48 per year} They also discussed shopping for insurance rates and the need to adjust the budget to account for CRG's property expenses for 34 West Fulton Street. In addition, they agreed to continue to accrue the \$50,000 which was set aside for attorney fees until all final legal bills are in.

Other

CIC Rent Rolls:

A copy of Maddalone's report was provided to the Committee and was reviewed. The Committee noted that the monthly report shows a beginning balance of \$0, no matter what the ending balance was for the prior report. Staff has asked that the monthly bank statement and a profit/loss report is provided with each monthly statement so that the Committee has a complete picture of what is happening at the building.

Ron updated the Committee on his latest conversations with Community Preservation Corporation, the main mortgage holder on the Estee Apartment Complex. They also discussed the 90 North Main Street building, which needs to be demolished.

EDC Loan Pool Report:

The Committee reviewed the Loan Pool Report. They discussed Union Hall, 391 South Main Street, Mohawk Cabinet, Royal mountain Inn and the closing on SW Skin Care.

Old Business

There was no old business discussed at this meeting.


New Business

There was no old business discussed at this meeting.

Adjournment

As all business of the Meeting of the Finance Committee has been discussed, Greg Fagan made a motion to adjourn the meeting. Geoff Peck seconded the motion and the meeting adjourned at 9:09 a.m.

Respectfully Submitted as approved by the Finance Committee and Board of Directors,



Geoffrey Peck, Board Secretary

5-20-16

Date