



FULTON COUNTY CENTER FOR REGIONAL GROWTH

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

Friday – December 16, 2016 – 8:30 a.m.
FCCRG Board Room; 34 West Fulton Street
Gloversville, New York

Directors Present: Chris Curro, Gregory Fagan, Travis Mitchell, Ronald Olinsky, Geoffrey Peck, Jim Selmser, and Dustin Swanger

Directors Absent: Scott Hohenforst and Grant Preston

Staff Present: Ronald Peters and Becky Hatcher

Guests: Jim Groff, Fulton County Liaison; Mike Anich, Leader Herald, John Blackmon, Fulton County Supervisor; James Mraz, Fulton County IDA; Michael Albanese, Esq. Legal Counsel

Public Session

Call to Order / Introductions/Meeting Minutes:

Chair Dustin Swanger called the meeting to order at 8:32 a.m. He welcomed the Directors and guests to the meeting. He asked for a motion to approve the meeting minutes from the October 28, 2016 and November 18, 2016 meeting minutes, along with the attached Finance Committee Meeting Minutes. Jim Selmser made the motion; Travis Mitchell seconded it and it passed unanimously.

Administrative Matters

2017 Board Nominee:

These will be discussed in Executive Session.

Chair Report:

As this was Dusty Swanger's last meeting of his term, he said that it has been his pleasure working on the CRG Board. He is willing to work with the organization going forward and is especially happy that they brought Ron Peters into CRG as President and CEO.

Committee Reports:

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

Governance Committee: This Committee met to review and amendment several CRG policies per ABO regulations. Eight were emailed to the Directors prior to the meeting and several more continue to be worked on. After discussion, Greg Fagan made a motion to adopt the eight policies that were sent: Code of Ethics Policy, Conflict of Interest Policy, Use of Discretionary Funds Policy, Whistleblower Policy, Attendance, Salary and Compensation Policy, Check Writing Policy, Defense and Indemnification Policy, and Extension of Credit Policy. Chris Curro seconded the motion and it was unanimously passed.

It was also mentioned that Jim Selmeser has agreed to take Chris Curro's place on the Governance Committee as Chris had asked to be replaced on that Committee.

Finance Committee: Ron Olinsky advised the Board that this Committee met the Wednesday prior to the Board Meeting. He advised the Board that Estee Commons Apartment Complex has been sold. While he will discuss more of the meeting in executive session, he added that Phil Beckett's report showed that CRG is in the best financial shape that it has ever been. He felt that the hard work of the Board has helped CRG to turn a corner to great success.

Audit Committee: This Committee has not met since the last meeting.

Membership & Marketing Committee: This committee meeting is upcoming.

Membership Approvals: Becky Hatcher advised the Board that there was only one new member to be approved and provided details. Jim Selmser made a motion made a motion to approve the Member as presented. Travis Mitchell seconded the motion and it was approved.

Other: Chris Curro handed in his resignation from the Board, effective December 31, 2016. He said that he has enjoyed his time on the CRG Board and that he sees CRG as a way to the County's future. While his heart is here, he is moving out of state. Greg Fagan made a motion to accept Chris' resignation with regret. Geoff Peck seconded the motion and it passed. The Board wishes Chris all the best on his new endeavor.

County and City Reports:

No County or City reports were presented at the meeting.

President and CEO Report

Board Director Presentations: Ron Peters presented a gavel plaque to Dustin Swanger for his hard work and dedication to the Board of Directors since its inception in 2012. A framed certificate was also provided to Chris Curro for the 2 years he spent on CRG's Board of Directors, thanking him and wishing him well.

2013-2015 Microenterprise Grant Program Update: Ron reported that before the end of 2016, LaFamilia Spanish Restaurant will have a signed lease and thus be able to draw down their funds. One grant will be given back to the state.

2016 Microenterprise Grant Program: Ron said that he has one application at the state level and has two more ready to go out.

Community Outreach Programs: Ron has a draft of the Sherman's Park Proposal in Caroga Lake, he will address the Northville Common Council regarding a technical assistance grant; he has been working with

Gloversville's Parkhurst Ballfield Project; and is on the agenda for the Johnstown Common Council Meeting.

Business Marketing Inquiries: Ron has fielded one business inquiry from a broker interested in Tryon; responded to an inquiry from NYS regarding a business looking for 20,000 s.f. of space; he has spoken to a potential start-up company in Northville and one for the City of Gloversville.

Estee Phase II: This issue will be discussed in executive session.

Combined County Marketing Effort Update: Ron met with Jim Mraz and Jon Stead; they continue to work as a team on joint marketing efforts.

Loan Program Update: Ron is working on a couple of applications and mentioned that two former Microenterprise Grant recipients may also request loans.

EPA Grant: Gloversville's final application is due December 20th. He discussed the grant request and uses in greater detail.

Events: Ron reviewed a list of 2017 proposed events that will be planned with the assistance of the Membership & Marketing Committee. These include: CRG's Open House and Unveiling of The Center, Business Financing Symposium, Tryon Marketing Event with CIREB, Site Selectors Guild Event, and a fall CRG Business Showcase Event.

CRG's Business Beginnings Networking Event was held on November 17th. Approximately 150 people attended and 24 businesses were represented at the event. Everyone had a good time. Becky will begin tallying event expenses as they come in.

34 West Fulton Street: The Historic Preservation Board has expressed interest in the renovations for 34 West Fulton Street, which could drag out the grant process; however, this could also mean additional access to funding.

Other: A date needs to be set for the Membership & Marketing Committee.

Adjournment to Executive Session to Discuss Legal Issues

At 8:56 a.m. Dusty Swanger asked for a motion that the Board move into Executive Session; it was made by Greg Fagan and seconded by Jim Selmser 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

At 8:56 a.m. Dusty Swanger asked for a motion that the Board move out of Executive Session; it was made by Chris Curro and seconded by Greg Fagan before it was passed.

The Board then finished their discussion regarding potential Directors for the CRG Board. Chris Curro made a motion that Kent Kirsch and Leslie Ford be considered as nominees on the proxy for the Membership Meeting, which will take place in January 2017. Geoff Peck seconded their nomination and the motion was unanimously approved.

Meeting Adjournment

At 9:49 a.m. Dusty Swanger asked for a motion that the Board adjourn the meeting as all agenda items had been discussed. The motion was made by Geoff Peck and seconded by Greg Fagan before it was passed.

Respectfully Submitted,



Geoffrey Peck, Board Secretary

1-27-17

Date



FULTON COUNTY CENTER FOR REGIONAL GROWTH

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

Wednesday – December 14, 2016 – 8:30 a.m.
FCCRG Board Room, 34 West Fulton Street
Gloversville, NY

Directors Present: Gregory Fagan, Ronald Olinsky, Geoffrey Peck, and Jim Selmsler

Directors Absent: Scott Hohenforst

Staff Present: Becky Hatcher and Ron Peters

Call to Order - Approval of Minutes

Ron Olinsky, Treasurer, Called the meeting to order at 8:36 a.m. He asked for a motion to approve the October 29 and October 28, 2016 Meeting minutes. Jim Selmsler made the motion; it was seconded by Geoff Peck, and passed unanimously. No motion was needed for the November 16, 2016 minutes, as there was no quorum at that meeting; the minutes were provided for informational purposes only.

Review of CRG, CIC and EDC Cash Positions

The Committee reviewed the Cash Position spreadsheet. It was noted that the County has not yet paid CRG's October bill-back invoice and that the November invoice needs to be submitted for reimbursement. CIC's accounts were reviewed. The security deposit account was explained and the operating accounts were discussed.

The Committee talked about CRG's tenants at 34 West Fulton Street and Phil's recommendation to deposit security deposits into CRG's operating account. Phil feels that there is no need to open another checking account for these or for building rents and expenses; everything can be comingled with CRG's operating expenses as it is filed and tracked in quickbooks as to purpose. The Committee agreed to follow this recommendation. They asked Becky to obtain commercial account information on two banking institutions for comparison.

Review of Phil Beckett's Packet

The Committee reviewed Phil Beckett's report. They had no questions regarding its content and their only comment was that it looked normal. Ron Peters did mention that Phil Beckett did perform a cash comparison on CRG from 2014 through the current date. This report showed that CRG is in its best financial position ever.

Other

34 West Fulton Street Expenses to Date:

The Committee reviewed the totals per column on this report. They asked about the National Grid bills and were informed that one meter will be billed on a demand meter.

The Committee also talked about the grants which CRG has applied for and what those funds will be used for. They were updated on the Library's construction project to fit-up their space on the first floor.

CIC Property Updates:

Estee Commons Apartment Complex has been sold; the only cost to CIC will be legal fees.

EDC Loan Pool Report:

The Committee reviewed the loan pool report and discussed three loan accounts.

Old Business

There was no old business discussed at this meeting.

New Business

There was no new business discussed at this meeting.

Adjournment

Ron Olinsky asked for a motion to adjourn the meeting. Jim Selmser made a motion, which was seconded by Greg Fagan. The meeting adjourned at 9:06 a.m.

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



Geoffrey Peck, Board Secretary

1 - 27 - 17
Date