



FULTON COUNTY CENTER FOR REGIONAL GROWTH

Fulton County Center for Regional Growth
Minutes of the Meeting of the Board of Directors
Friday – December 16, 2022 – Immediately following the Organizational meeting
Zoom conference only (due to snowstorm)
Gloversville, New York

- Directors Present: Timothy Beckett, Terri Easterly, Dr. Leslie Ford, Warren Greene, Kent Kirch (phone), Travis Mitchell, Grant Preston
- Directors Absent: None
- Staff Present: Ronald Peters, Ken Adamczyk, Jennifer Donovan, Desirée Perham
- Other Attendees: Denis Wilson, Director - Fulmont Community Action Agency; Susan Collins – Fulton County IDA Board

Public Session

Call to Order: 8:38 a.m.

I. Welcome and Call to Order

- a. Timothy Beckett called the meeting to order at 8:38 a.m.

II. Roll Call

- a. Roll call was taken by Desirée Perham. A quorum was present.

III. Meeting Minutes

- a. The Chair asked the Board to review the November 18, 2022, CRG Regular Board Meeting Minutes. No corrections were needed. Dr. Leslie Ford moved a motion to approve the minutes as drafted, and Kent Kirch seconded the motion. All present voted in favor and the motion passed.

- b. The Chair asked the Board to review the December 7, 2022, CRG Executive Committee Meeting Minutes. No corrections were needed. Travis Mitchell moved a motion to approve the minutes as drafted, and Kent Kirch seconded the motion. All present voted in favor and the motion passed.

IV. Announcements

- a. The Chair recognized Travis Mitchell who will be departing the Board after nine years of service. It was stated that the Board will miss his development perspective, steady leadership and relationship with the Planning Department. A parting gift was to be given to Travis at this meeting, but due to the meeting being virtual, this will take place at a future date. Travis Mitchell said a few parting words, noting that CRG has evolved a lot and has good programs going on. He plans to keep track of CRG's progress to see where things go.

V. Reports

- a. **Chair Report** – (Timothy Beckett)
 - i. The Chair stated that great things are happening as highlighted in the CEO's report to the Membership. It was pointed out that even after the DDS position was vacated, CRG kept those programs running. The newly hired DDS, Jennifer Donovan has only been on board a short time and hit the ground running. The CRG team was complimented on their hard work and results.

Conclusion of Chair Report

b. Committee Reports

- **Executive Committee**

- i. The Executive Committee met on December 7, 2022. The appointments to the slate for the Executive Committee in 2023 were made.
- ii. Ideas for candidates to fill the vacant board seat were discussed and recommendations were requested from the full Board.
- iii. The Confidential Evaluation of Board Performance Summary, required by the Authorities Budget Office (ABO), were shared. Setting of clear and measurable performance goals for CRG by the Board was an area needing work. These will be reviewed further in the next Executive Committee meeting early in the new year.

- **Governance Committee**

- i. This committee has not met since the last Board meeting.

- **Finance Committee** – (Grant Preston)

- i. The Finance Committee met on Wednesday, December 14, 2022.
- ii. CRG's financials were reviewed, and all looked good.
- iii. The loan funds also looked good, with a couple loan ahead on payments.
- iv. The Profit & Loss (P&L) for CRG shows it is operating in a deficit. Next year's priorities will include:
 - a. Review of the building status
 - b. Increasing revenue streams
 - c. Continue discussions with County

- **Audit Committee**

- i. This committee has not met since the last Board meeting.

Conclusion of Committee Reports.

c. **Membership & Marketing Report**

Ken Adameczyk: (Report was included with board package)

- i. Google Business: 316 people found CRG using the Google page, 70 views of posts occurred, and 21 new people visited CRG's website in a short time frame since the last meeting.
- ii. Development of a Business Strategy is planned after goals are set by the Board.
- iii. Microenterprise Grant business training classes are set up for mid-January into mid-February of 2023.
- iv. The *Initiatives Guide* is complete and CRG is waiting for a quote from the new printer. It is expected that it will be ready for distribution in mid-January 2023
- v. A second work force development meeting was held with key groups in the county focused on work force development to review potential projects.
- vi. A project concept was reviewed with Expertise Project as a possibility for implementation at FMCC. It consists of an interactive igloo room that the 3-D glasses could be used in for an immersive experience. The professors at FMCC could also use this space. Also discussed placing goggles in the FMS Workforce offices so they could create interactive experiences for job seekers to search for a position. Work is continuing within the schools.
- vii. CRG's 2022 Annual Report is complete and will be printed and bound by the end of December. A digital format will be available next week.
- viii. Facebook followers are up another 8 in a short period of time. Facebook engagements were down.
- ix. Paid memberships ended the year at 80% of the goal dollar-wise and 80% for number of members. The plan is to review the numbers and relook at goals for next year to have a more realistic target.
- x. The Office of Housing and Community Renewal announced by email yesterday that an additional half million dollars in CARES Act funds would be available to Fulton County.

- xi. The Microenterprise Grant Committee met in November to award fourteen grants for the 2022 MEG. In addition, five are on the way to the State for drawdown this week. The goal is to have the 2022 grant completely awarded and paid out by March 31, 2023. CRG will apply for another round of the regular microenterprise grant after completion of the 2022 MEG.
- xii. The Board and the CEO praised the success of the MEG program thanks to Ken Adamczyk's hard work and organization. It was noted that the proportion of funding being brought in to a county the size of Fulton County is a great achievement.
 - a. The Board recommended CRG to get this message out to the community.
 - A press release is planned for the near future in local newspapers and radio stations.

Conclusion of Marketing and Membership Report.

d. **Gloversville Downtown Development Specialist Report**

Jenn Donovan: (Report was included with board package)

- i. Time has been spent walking the downtown area and meeting business owners.
- ii. Online, a variety of posts have been tried out on the Gloversville Downtown Facebook page to observe responses and see what works. There are also Twitter and Instagram pages that mirror what is on the Facebook page.
 - a. Posts have included shares of what the businesses are doing so the public knows what is going on.
 - b. It was noted that many businesses are closed on Sunday and that the mayor is promoting a walkable downtown, so on Sunday, posts related to Urban Hikes are made and have been well received.
 - On November 13 a historic Urban Hike was posted that related to walking around Gloversville to find the historical sites in the City. This post received reach hits of 4,061 people.
 - In the November to present time period, highest reactions were 160, highest comments were 19, and there were 26 shares.
 - The second highest scoring post was on Samuel Goldwyn, the MGM producer being from Gloversville. Reach for this was 2,282, 63 reactions, 7 comments and multiple shares.
 - c. Based on results of posts, a blog, called Discover Downtown Gloversville, was created. This will eventually be populated with business profiles. Page likes have been increasing and are near 2,000 currently.
 - d. The Audience Report showed that most people visiting the page are from Gloversville. In the future the DDS will look for ways to draw in people from the surrounding communities.
 - e. Comparisons with similar Facebook pages in Fulton County for the Chamber and Johnstown showed the Gloversville to be on par with them.
- iii. A monthly E-blast newsletter was launched and distributed to downtown partners (businesses, organizations, and people downtown). It included an introduction to the new DDS, and a notification that the downtown shopping guide is being updated and any changes or advertising should be submitted.

- a. Ideas for the next E-blast newsletter are to promote the next Microenterprise grant program and other NY State initiatives.
- iv. The updated Downtown Shopping Guide should be completed in February 2023.
- v. The Hometown Heroes Program is getting up and running again. A banner map has been updated after walking the downtown and verifying all banner locations. Ken Adamczyk will review the process used to create, print and hang banners. The program will be promoted online.
- vi. DRI Grant Update - Twelve DRI grant recipients were announced.
 - a. Governor Hochul's visit on November 28, 2022 was organized for the DRI announcement in coordination with the City.
 - b. Various state agencies (DOS, HCR, SED) were contacted and encouraged to move ahead with assigning places for the twelve DRI recipients according to their classification.
 - c. Private DRI recipients have been contacted to review their project status and guide them to have their financing in line and plans and cost estimates updated so they are ready to go when the agencies reach out.
 - d. DRI Administration meetings are being held regularly. The public projects will be under the City's jurisdiction and the private projects under CRG's.
 - e. The Times Union reached out for an interview and did a piece on how the DRI will bring Gloversville back. The City videographer also did an interview with the DDS and that will be posted on the City's Facebook page.
- vii. The Meet n' Greet planned for today was postponed due to weather. The event was organized to allow County officials connected with economic development a chance to meet the incoming State Representatives (Senator Mark Walczyk, Assemblymembers Matt Simpson, Robert Smullen, and Mary Beth Walsh) and share the initiatives underway to develop Fulton County's economy. It was also to give the representatives the opportunity to network with the officials of Fulton County and a handful of businesses in an informal setting.
 - a. A new date is tentatively slated for January 13, 2023.
- viii. The DDS is meeting with the Gloversville City Clerk next week to review event permitting requirements downtown as plans are to have a downtown event organized for 2023.
- ix. Current priorities are to get the DDS Office up and running and the existing programs operating smoothly. The DRI is the main focus. In 2023, the goals will be revisited.

Conclusion of GDDS Report.

e. Chamber, Fulton County, IDA, and City Reports

The Chair requested reports from the County and City members present.

- 1. Chamber**
 - No in person report this month.
- 2. Fulton County**
 - No in person report this month.

3. **Fulton County IDA** (Susan Collins)

- A report was submitted to the CRG Board for their review. The Board was asked if there were any questions.
 - The CRG Board noted that the workforce evaluation was a good comprehensive report with highlights of things that need to be worked on and asked what plans were being made to use that information.
 1. The IDA stated that the information is very new, and plans are still in development.
- The IDA Board is looking forward to working together with CRG and improving collaboration between the groups. Board attendance at each other's meetings is being scheduled for 2023.

4. **City Reports**

- Groversville
 - No in person report this month.
- Johnstown
 - No in person report this month.

Conclusion of County and City Reports.

VI. *President and CEO Report*

Ronald Peters:

a. Business Update

1. Resolution – A quorum was present by video under extenuating circumstances for reviewing and voting on the resolution being presented. A copy of the drafted resolution was provided to the Board for review prior to the meeting.
 - i. **Resolution to approve an economic development agreement with the City of Johnstown**
 - Motion: Warren Greene moved a motion to approve the resolution as stated and Terri Easterly seconded the motion.
 - Discussion: The plan is to develop a program like the City of Groversville Loan Fund. The Mayor of Johnstown is behind this program. The contract is similar to the one with Groversville and has been reviewed by CRG's and The City's attorneys. It is a five-year contract to administer the loan. There is \$176,000 in Johnstown's loan pool account currently and one loan. They plan to approve this agreement next week.

The Board asked if there was another agreement in place that superseded this one as the money has been sitting in the account for many years. CRG's CEO confirmed that there was no other agreement in place. This was also reviewed by the lawyers.
 - Vote: All directors present voted in favor of approval and the motion passed.

2. Grant Requests

- i. The MEG programs are all going well and were reviewed in the earlier meeting, This is one of the best programs in NY State. CRG also gets requests from other Counties regarding how the program is run and for form templates which are gladly shared.
- ii. The Fulton County EPA Brownfield Assessment Grant held a public outreach meeting in December. There is not a lot of participation yet, but this is expected to increase when specific sites and concept plans can be shared with the public. About 47 sites have been identified as potential brownfields to date and six of these sites have been prioritized to move forward on with detailed assessments.
- iii. Dolgeville BOA meetings are held monthly and CRG is on the LPC Committee. Site studies have been proposed for the BOA. CRG will assist with assessing the Fulton County portion of the site using the EPA grant funding if it is needed.

3. Business Marketing

- i. CRG reached out to NYS EDC about becoming a Semi-Member. This is an international group that NYS is heavily involved with, and membership does not cost a lot. It would provide CRG with more recognition and more involvement in what is going on in the industry. CRG is becoming more involved in the NY Loves Nano program.
 - Fulton County is positioned very well between Albany, Marcy, Global Foundries, and the Micron sites. There will be opportunities for development with 2nd, 3rd and 4th tier businesses associated with the Nano technology.
 - CRG plans to get more involved in the advanced manufacturing side of things which includes working with workforce development to create more advanced programs that will keep young people in Fulton County.
- ii. The Brownfield Developers Summit is being held in April of 2023 and is being hosted by Herkimer County. The six-county collaboration is growing and is planned to be an annual event. The networking and information sharing at this event are invaluable and tie in well with CRG's EPA Brownfield Assessment grant program.
- iii. The Countywide Loan Fund program is going well. CRG closed on a handful of loans this year and the fund is low on money. Additional funding sources will be sought out in 2023 and having CRG be a Community Funding Institution is one possibility. This is a long, difficult process but would allow CRG to fund our loan pools.

4. Business Inquiries/Business Leads
 - i. CRG has received over a dozen RFPs this year, but no sites are available to put them on. Working to change that over the next couple years.
 - ii. A public hearing was held on Tuesday for the out-of-state sewing operation looking for funding from the City. The plan is to have them move into CRG. Initially there will be approximately 15 employees. The goal will be to find or build a spec building for them to operate in as they grow their business. CRG has asked to see the company's financials and a plan layout of the operation before moving forward and is awaiting a response.
 - iii. MVEDD applied for a million-dollar grant loan. This is a six-county grant pool that CRG would be able to tap into much easier and it would complement the EPA Assessment grant. Grant administration would be handled by MVEDD.
 - iv. Fulton County Site Assessment Initiative committee has held meetings to review sites. More to be discussed in Executive Session.
 - v. CRG submitted a letter of intent for a CFA for Fast NY funding to request money for the engineering study on the 30A project.
 - vi. Still looking into an opportunity for site work in Caroga Lake. Waiting on an outside consultant to provide additional information. Expect to have more of an update in a few weeks.
 - vii. A second JDA loan was approved for \$200,000 for a business in Montgomery County. The JDA loan program was a six-county loan pool, but CRG requested and received approval to include Montgomery County. Hope to have a closing by the end of January.
 - viii. Slowly progressing with a startup that may be a good fit for one of the Leader Herald properties. Looking into a CFA for the process layout.
 - ix. The Consultants Forum was attended last week and resulted in a lead from the Midwest which will be followed up on.
 - x. The third site development meeting with the County, IDA and County Planning was held to keep all parties up to date and discussing site development.
 - xi. The second Workforce Development meeting was held. This is becoming more and more and an integral part of the economic development process. CRG is working to have these two areas working as a collaborative team.

Conclusion of the President and CEO Report.

VII. Adjournment to Executive Session

At 9:22 a.m., Warren Greene moved a **motion to adjourn** to executive session, Travis Mitchell seconded the motion, and it was passed by all present.

Grant Preston moved a **motion to return** from executive session, Warren Greene seconded the motion, and it was passed by all present. The Board returned from executive session at 9:41 a.m.

Action Taken:

None.

VIII. Wrap Up

Everyone was wished a Merry Christmas and Happy Holidays.

Tim Beckett was thanked for his two years of leadership.

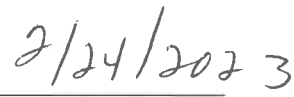
IX. Adjourn Meeting

At 9:42 a.m., Dr. Leslie Ford moved a **motion to adjourn** the meeting which was seconded by Terri Easterly and passed by all present.

Respectfully Submitted,



Dr. Leslie Ford, Board Secretary



Date

