

**Saratoga County Prosperity Partnership  
Board Minutes  
10.17.16, 3:30 PM  
SCPPI Offices  
2911 Route 9  
Malta, NY 12020**

**Meeting called to order at 3:34 pm by Chairman Jack Lawler**

**Present:** Chairman Jack Lawler, Vice Chair Anita Daly, Treasurer Supervisor Art Johnson, Board Members, Rita Cox, Gary Dake, Kevin Hedley, Penny Hill, Supervisor Ed Kinowski, Supervisor Matt Veitch. Legal Counsel Justin Miller County Representative Chad Cooke and employees Martin Vanags, Alyssa McClenning, Shelby Schneider and Jennifer Dufore.

**Approval of Minutes – Jack Lawler**

*Supervisor Veitch made a motion to approve the minutes of the September 19, 2016 meeting, as presented. The motion was seconded by Gary Dake, and was unanimously approved on a voice vote.*

**Treasurer’s Report – Supervisor Art Johnson**

Supervisor Johnson walked through the statement of activity, statement of financial position and list of bills. Johnson noted the forecasted year end was now based on 2015 actuals

**Approval of Treasurers Report – Jack Lawler**

*Motion to accept report by Supervisor Ed Kinowski, seconded by Penny Hill and was unanimously approved on a voice vote.*

**President’s Report – Marty Vanags**

Vanags presented the Draft Project Summary and reviewed both Expansion and Attraction projects, highlighting three projects, one of which will be announced in the next couple weeks. Vanags also reported that the Project Summary will be recreated within the CRM system and should be set for use in early January. Vanags offered to meet with each board member individually to discuss in depth the project list.

Vanags discussed a recent trip to the IAMC conference in IN There is no immediate client out of the list of contacts but relationships will be cultivated and capacity building increased. Vanags also discussed his trip to the GSA Executive Forum in CA this was a networking trip and provided opportunity to meet with our project list clients. Vanags will be traveling to a site consultant conference next week and Shelby is attending the FAB conference as a featured speaker.

Vanags gave an update on BRE and noted we are on track for goals. Vanags noted that he and Shelby have been meeting with our Chamber partners in regards to making BRE visits.

Vanags is conversing with counterparts on how to move the Luther Forest Technology Campus forward and working on ways to promote the campus.

### **Government Relations/Marketing and Communications – Marty Vanags**

In regards to Government Relations, Vanags noted the IDA marketing plan is in the final stages and should be presented to the IDA board soon.

The Prosperity Summit invites went out, Vanags requested board members attend. Vanags also discussed the sponsors thus far for the Summit and registered attendees

Chairman Lawler requested a list of the attendees be provided to the board at conclusion.

### **New Business – Jack Lawler**

#### **2017 Budget Presentation**

Vanags walked through the 2016 highlights and achievements and the 2017 budget.

Gary Dake noted the Audit and Finance Committee met previously and reviewed the 2017 budget.

Chairman Lawler requested the county send information to Vanags in regards to previous years' occupancy tax distribution. He also requested it be put in writing how any surplus at yearend will be handled.

Legal Counsel noted contract resolutions, amendments will be available for the December meeting.

Supervisor Kinowski requested the county provide the trend of occupancy tax in regards at a certain point in time so Vanags can plan accordingly.

Chairman Lawler requested Vanags present the 2016 achievements at an upcoming County Board meeting.

### **Motions and Resolutions – Jack Lawler**

*Gary Dake made a motion to accept the 2017 budget presented. The motion was seconded by Rita Cox, and was unanimously passed on a voice vote.*

### **Review PARIS Timelines**

Vanags reviews the PARIS filing deadlines. Chairman Lawler noted filings to be reported up to the Governance Committee.

### **Old Business**

#### **New Board Members**

Chairman Lawler reported the two potential board members have tentatively accepted positions on the board.

### **Committee Reports**

Nominating – Supervisor Kinowski presented the outcome of the Governance committee.

Chairman Lawler appointed Supervisor Johnson to the Audit and Finance Committee.

### **Adjournment**

*Kevin Hedley made a motion to adjourn the meeting. The motion was seconded by Penny Hill, and passed unanimously on a voice vote.*

**The meeting was adjourned at 5:17.**

**Next meeting will be November 21st at 3:30 pm, at the Partnership offices.**

**Recording Secretary** \_\_\_\_\_