

**Saratoga County Prosperity Partnership
Board Minutes
12.19.16, 3:30 PM
SCPPI Offices
2911 Route 9
Malta, NY 12020**

Meeting called to order at 3:39 pm by Chairman Jack Lawler

Present: Chairman Jack Lawler, Vice Chairman Anita Daly, Treasurer Supervisor Art Johnson, Secretary Brendan Chudy, Board Members, Rita Cox, Kevin Hedley, Penny Hill, Supervisor Ed Kinowski, Supervisor Matt Veitch, Charles Wait, David Wood, Josh Spain, Rocco Ferraro. Legal Counsel Justin Miller, County Representative Chad Cooke and employees Martin Vanags, Alyssa McClenning, Shelby Schneider and Jennifer Dufore.

Approval of Minutes – Supervisor Jack Lawler

Anita Daly requested a change to the minutes be made to reflect she had to leave prior to the meeting being called to order. Charles Wait made a motion to approve the minutes of the November 21, 2016, meeting and include Anita's request. Supervisor Veitch seconded the motion, and was unanimously approved on a voice vote.

Treasurer's Report – Supervisor Art Johnson

Supervisor Johnson reviewed the list of bills for payment and discussed two additional bills that came in after the documents were created. Supervisor Johnson informed the board of the checking account balance and reviewed the statement of activity and the statement of financial position. Supervisor Johnson continued to discuss with the board the amount that would be returned to the County. Alyssa McClenning addressed Charles Wait's question in regards to the Albany Business Review expense.

Approval of Treasurers Report – Supervisor Jack Lawler

Motion to accept report by Kevin Hedley, seconded by Josh Spain and was unanimously approved on a voice vote.

President's Report – Marty Vanags

Vanags discussed the changes in the project report and informed the board of the 2017 timeline for project announcements. Vanags discussed attraction meetings including discussions Shelby Schneider has had with STARTUP NY and Mohawk Valley Community College and our work with Adirondack Community College and the University at Albany for potential STARTUP NY sites. Vanags informed the board of the retention work being done with local real estate agents and the possibility of a feasibility study. Vanags also confirmed the date of January 26 for the Workforce Roundtable.

Government Relations/Marketing and Communications – Marty Vanags

Vanags mentioned the marketing and communications plan was presented to the Saratoga County IDA, approved and moving forward. Joint communications and marketing plans are also being worked on with the Capital Resource Corporation.

Vanags informed the board of his seat on the Center for Economic Growth Board and gave a brief description of the events planned for Q1 2017.

Vanags pointed the boards attention to the communications report and noted the places where we have been published and discussed the SEO work taking place to increase web presence.

Vanags invited the board members to join him at Saratoga County Chamber Annual Dinner.

Motions and Resolutions – Supervisor Jack Lawler

Motion to accept the bills made by Anita Daly, seconded by Kevin Hedley and was unanimously approved on a voice vote.

New Business – Supervisor Jack Lawler

Chairman Lawler requested Justin Miller, Board Legal Counsel present the resolutions

- a. Resolutions –
 - i. Board Officer Elections
 - i. Current slate of officers will continue to serve for 1 additional year
 - a. Chairman – Supervisor Jack Lawler
 - b. Vice Chairman – Anita Daly
 - c. Treasurer – Supervisor Art Johnson
 - d. Secretary – Brendan Chudy
 - ii. Board Committee Assignments
 - i. Audit & Finance Committee members confirmed
 - a. Rocco Ferraro, Charles Wait, Gary Dake, David Wood, Supervisor Art Johnson
 - ii. Governance Committee members confirmed:
 - a. Anita Daly, Kevin Hedley, Brendan Chudy, Penny Hill
 - iii. Personnel Committee members confirmed:
 - a. Josh Spain, Rita Cox, Supervisor Matt Veitch, Gary Dake
 - ii. Appointment of Staff
 - i. Marty Vanags, Shelby Schneider, Alyssa McClenning, Jennifer Dufore
 - iii. Engagement of Auditor
 - i. EFPR was confirmed as auditor for 2017
 - iv. Approval of Board of Directors Evaluation
 - i. Board discussed results of evaluation and what steps would be taken to address board member concerns

vi. Adoption of By-Law Revision

i. Term of board officers should be held to no more than 2 successive terms

vii. Authorization of Annual Services Agreement

Motions and Resolutions – Supervisor Jack Lawler

Motion to accept the resolutions made by Brendan Chudy, seconded by David Wood and was unanimously approved on a voice vote.

b. February Board Meeting Date – Reschedule or Cancel

i. Board confirmed rescheduling the February board meeting date to February 13, 2017

Old Business – Marty Vanags

Vanags reviewed the PARIS filing deadlines.

Adjournment

Anita Daly made a motion to adjourn the meeting. The motion was seconded by Rita Cox and passed unanimously on a voice vote.

The meeting was adjourned at 4:10.

Next meeting will be January 16, 2017 at 3:30 pm, at the Partnership offices.

Recording Secretary_____