

**Saratoga County Prosperity Partnership
Board Minutes
3.20.17, 3:30 PM
SCPPI Offices
2911 Route 9
Malta, NY 12020**

Meeting called to order at 3:36 pm by Chairman Jack Lawler

Present: Chairman, Jack Lawler, Vice Chairman, Anita Daly, Treasurer, Supervisor Art Johnson, Secretary Brendan Chudy

Board Members: Gary Dake, Rita Cox, Kevin Hedley, Penny Hill, Supervisor Matt Veitch, Charles Wait, Rocco, Josh Spain, Supervisor Ed Kinowski and David Wood. Employees Martin Vanags, Shelby Schneider and Jennifer Dufore.

Board members absent: Rocco Ferraro

Approval of Minutes – Supervisor Jack Lawler

Gary Dake made a motion to approve the minutes of the February 13, 2017 meeting. Supervisor Ed Kinowski seconded the motion, and was unanimously approved on a voice vote.

Treasurer’s Report – Supervisor Art Johnson

Supervisor Johnson discussed with the board the statement of activity, statement of financial position and bills to be paid. Supervisor Johnson noted that all bills had been reviewed. Vanags gave the added detail requested by Supervisor Lawler.

Approval of Treasurers Report - Supervisor Jack Lawler

Motion to accept report by David Wood seconded by Anita Daly and was unanimously approved on a voice vote.

Approval of Bills and Reimbursable Expenses – Supervisor Jack Lawler

Motion to accept the bills by Kevin Hedley seconded by Supervisor Matt Veitch and was unanimously approved on a voice vote.

President’s Report – Marty Vanags

- a. **Project Summary** – Vanags discussed with the board the project progression and potential announcement dates. Specifically, 3 projects which have had notable progress. Vanags also discussed the upcoming Saratoga County IDA subcommittee meeting and the project being presented. Vanags noted the upcoming city council meetings he will be attending for projects the Partnership is helping secure financing through the Saratoga Revolving Loan Fund.

- b. **Attraction** – Vanags informed the board of an event the Partnership was selected to host on May 17, for the SEMI ASMC. Vanags will be attending with CEG, the Intersolar Summit in NYC. Vanags has been invited to join the Capital District Regional Planning Commissions development of a comprehensive economic development strategy. Vanags informed the board about work the Partnership is doing with UVANY.
- c. **Business Retention and Expansion** – Vanags discussed the success of the small business workshops and plans for the talent roundtable.
- d. **Government Relations and Industry Capacity** - Vanags mentioned that work continues with the IDA on their marketing efforts. Schneider is working with the Southern Adirondack Library system on additional small business workshops. Vanags and Schneider met with Ballston Town Supervisor Szczepaniak and discussed the potential of putting together a retail handbook.
- e. **Communications** - Vanags also discussed with the board the upcoming Harder Lecture at Skidmore and invited them to attend the presentation by the Tom Caulfield and join a private dinner following the presentation. Vanags shared with the board an example of a request for information. Charles Wait inquired on the process in place to work with developers when there is an unmet need.

Old Business – Marty Vanags

Vanags reviewed the PARIS filing deadlines.

Committee Reports –

- a. **Audit Committee** - Charles Wait reported to the board the results of the Audit and Finance Committee meeting earlier that afternoon. The Partnership’s audit came back clean. Charles mentioned a few areas of concern in regards to the auditors and would like the board to consider using a different firm next year.
- b. **Approval of Resolutions** – Justin Miller walked the board through the resolutions and suggested all resolutions be accepted in one motion. Charles noted an error, the budget resolution should read “2017” not “2016”. No objections were made to amending the resolutions.

Motion to accept the amended resolution:

Motion to accept the bills by Charles Wait seconded by Josh Spain and was unanimously approved on a voice vote.

Executive Session – Board went into executive session at 4:05

Supervisor Lawler requested the board go into executive session to discuss a personnel issue.

Board came out of executive session at 4:19

Supervisor Lawler asked for a motion to accept the proposal discussed in executive session to appropriate funds in the amount of three thousand dollars to Martin Vanags as a bonus for performance.

Motion

The motion to accept the bonus proposal was made by Rita Cox, seconded by Supervisor Veitch and was unanimously approved on a voice vote.

Adjournment

Kevin Hedley made a motion to adjourn the meeting. The motion was seconded by Josh Spain and passed unanimously on a voice vote.

The meeting was adjourned at 4:25.

Next meeting will be April 17, 2017 at 3:30 pm, at the Partnership offices.

Recording Secretary_____