

**Saratoga County Prosperity Partnership  
Board Minutes  
5.16.16, 2:00 PM  
2911 Route 9  
Malta, NY 12020**

**Meeting called to order at 2:11 pm by Chairman Jack Lawler.**

**Present:** Chairman Lawler, Board members Brendan Chudy, Kevin Hedley, Penny Hill, Art Johnson, Charles Wait, David Wood; Legal Counsel Justin Miller; Chad Cooke (Saratoga County); and employees Martin Vanags, Alyssa McClenning, Judy Soukup, and Jacob Walker.

**Approval of Minutes – Jack Lawler**

*Kevin Hedley made a motion to approve the minutes as presented. The motion was seconded by David Wood, and was unanimously approved on a voice vote.*

**Treasurer’s Report – Art Johnson**

Art presented the treasurer’s report through the payment of the bills on the meeting agenda. After payment of all of listed bills, the bank balance will be \$518,506.31.

There was a mistake made in the account, where a duplicate charge of \$6,000 was debited from the checking account without permission, from a charge in September 2015. After researching this and providing proofs, this \$6,000 will be credited back to our account, adding \$6,000 to our total balance, making it \$524,506.31.

*Penny Hill made a motion to accept the Treasurer’s Report as presented. The motion was seconded by Kevin Hedley, and was unanimously approved on a voice vote.*

**President’s Report – Marty Vanags**

Marty introduced the Partnership’s intern, Jacob Walker, a Senior at the University of Maryland who is studying Economic Development.

Marty reviewed the Draft Project Summary. He is working with several of the projects listed on CFA money availability. We have helped Logistics One with their Headquarters project in Grande Industrial Development Complex, and it has been a positive collaboration.

Regarding Business First Saratoga, Marty has visited with twelve businesses. Seven of these meetings have turned up a project, or is near producing a project. Not everyone of these will follow through to completion, but it is a positive start. We have started the training on our CRM management software, and it will make future reporting much more user friendly.

In June, Marty will attend the SelectUSA conference in Washington, D.C. This is through the US Chamber of Commerce, and deals with Foreign Direct Investment, and we are attending collaboratively with Empire State Development. In July, we will also attend SEMICONwest and a conference in NYC for attraction.

### **Government Relations – Alyssa McClenning**

Alyssa reviewed the report, thanking the board for their support during Economic Development Week. The Partnership received a lot of positive feedback around our outreach during the week.

### **Marketing and Communications – Alyssa McClenning**

Alyssa broke out comparison numbers further, as requested by board member Rita Cox. Business First Saratoga is providing SCPP with narratives, and as this continues, the number of click-throughs and likes will continue to grow. Overall, she noted the continued upward trends in these fields.

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

*Charles Wait made a motion to approve the May bills as presented. The motion was seconded by David Wood, and passed unanimously on a voice vote.*

*Brendan Chudy made a motion to approve the Personnel Handbook as presented. The motion was seconded by Kevin Hedley, and passed unanimously on a voice vote.*

*Charles Wait made a motion to approve the change in SCPP's Organizational Resolution Documents to support the IRS request, as presented. The motion was seconded by Brendan Chudy, and passed unanimously on a voice vote.*

### **Committee Reports**

The Governance Report was tabled until the June meeting, at the request of Chairman Lawler.

**At 3:35, the board went into Executive Session.**

**At 3:40, Executive Session was ended.**

*Charles Wait made a motion to approve the new personnel requests as discussed in Executive Session, the hiring of Shelby Schneider as Director of Business Retention & Expansion, as well as Jennifer Dufore as Bookkeeper and Office Assistant. The motion was seconded by Brendan Chudy, and the motion passed unanimously on a voice vote.*

**The meeting was adjourned at 3:45.**

**Next meeting will be June 20<sup>th</sup> at 2 pm, at the Partnership offices.**