

**Saratoga County Prosperity Partnership  
Board Minutes  
8.15.16, 3:30 PM  
SCPPI Offices  
2911 Route 9  
Malta, NY 12020**

**Meeting called to order at 3:35 pm by Vice Chairman Anita Daly.**

**Present:** Vice Chairman Daly, Board members Brendan Chudy, Rita Cox, Gary Dake, Kevin Hedley, Penny Hill, Supervisor Art Johnson, Supervisor Ed Kinowski and David Wood; Legal Counsel Justin Miller and employees Martin Vanags, Alyssa McClenning, Shelby Schneider and Jennifer Dufore.

**Approval of Minutes – Anita Daly**

*Gary Dake made a motion to approve the minutes of the July 18, 2016 meeting, as presented. The motion was seconded by Kevin Hedley, and was unanimously approved on a voice vote.*

**Treasurer’s Report – Art Johnson**

Supervisor Johnson noted total expenditures to date of \$399,221.29. This represents approximately 52% of 2016 budget. Notable were Conferences and Meetings which were over budget due to additional staff. G&A is over due to legal fees and office Equipment. Rent is also over budget. Bank balance is \$373,684.00.

**Approval of Treasurers Report – Anita Daly**

*Motion to accept report by David Wood, 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. Vanags also reviewed 3 new projects added since the last board meeting. Vanags discussed results of a recent trip to a Logistics conference in Chicago. Vanags will be returning to Chicago in late August.

Shelby Schneider reviewed BRE and discussed workforce development projects underway, noted that workforce development is a major issue for local businesses. Schneider and Alyssa McClenning are helping pitch the workforce story. Local media is interested in features about the company we are working with as well as the broader issues we will see. Penny mentioned working with Southern Saratoga Chamber on Manufacturing day. Vanags noted that with a 3.4% unemployment rate that workforce issues will continue to come up with our companies.

Vanags mentioned the SCPP Luncheon event held on Thursday, August 11<sup>th</sup>. McClenning gave a summary of the survey results received from the event.

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

A copy of the July update was included in board packets. McClenning reported that we have met with all elected officials in Saratoga County as of this month. McClenning noted an SCPP event being held in November, Economic Development Summit at the Saratoga City Center.

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

A copy of the July report was included in board packets. McClenning noted that July press was low due to Attraction travel but there was a lot of self-made content highlighting travel and local projects being focused on. Vanags mentioned McClenning's work on blog posts and offered to send directly to Board Directors as well as posting publicly.

Supervisor Kinowski is interested in discussing further and potentially chartering an initiative, if one does not exist, to find ways to help people get to work. Schneider mentioned working with Saratoga County One Stop Center on creating a working group on this topic. Supervisor Kinowski is interested in participating in the working group

### **Motions and Resolutions – Anita Daly**

*Supervisor Kinowski made a motion to accept the bills as presented. The motion was seconded by Brendan Chudy, and was unanimously passed on a voice vote.*

### **Committee Reports – Anita Daly**

Gary Dake delivered the recommendation and report out of the Audit & Finance Committee meeting earlier that day. Gary noted the Committee reviewed forms 990 and CHAR 410 and proposed an RFP for an Auditor for 2016 finances. Draft budget will be submitted to the County prior to the next board meeting on September 19<sup>th</sup>. Vice Chairman Daly put the Board on notice that the September board meeting date may be subject to change based on the County budget approval deadlines

### **Motions and Resolutions**

*Gary Dake made the motion to approve the RFP. The motion was seconded by Kevin Hedley and unanimously passed on a voice vote.*

### **Motion to move to Executive Session – Anita Daly**

*Kevin Hedley made the motion to move into executive session at 4:15. The motion was seconded by Supervisor Kinowski and unanimously passed on a voice vote.*

### **The Board came out of Executive Session at 4:25.**

**Motion to pass resolution – Anita Daly**

*A motion was made by Kevin Hedley and Seconded by Rita Cox to pass the resolution to appoint Jennifer Dufore to Office Manager with an hourly range of \$18.50 to \$22.50 an hour. Unanimously passed by a voice vote.*

**Adjournment**

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

**The meeting was adjourned at 4:28.**

**Next meeting will be September 19<sup>th</sup> at 3:30 pm, at the Partnership offices.**

**Recording Secretary** *Jennifer Dufore*