



**Meeting of the Board of Directors
April 25th, 2022, at 4:00pm**

**Board of Supervisors Committee Room
40 McMaster St.
Ballston Spa, NY 12020**

Live Stream:

<https://www.youtube.com/channel/UCGz5wUJ7DirOhKQLNzrtnpA>

Minutes

Board Members Present: Phil Barrett, Steve Bulger, Eric Butler, Jeremy Connors, Jake DeVito, Treasurer Rocco Ferraro, Mark Hammond, David Karpinski, Chairwoman Maria Moran, Scott Ostrander, Timothy Szczepaniak, David Wood

Board Members Absent: Justin Baker, Jeff Jones, Todd Kusnierz

Saratoga Partnership Staff & Guests: Jason Kemper, Matthew Rose

Guests: Amy Pedrick, Justin Miller (Legal Counsel)

Chair Maria Moran called the meeting to order at 4:00 pm

Adoption of Minutes

March 28th, 2022, Board Meeting

Mr. Barrett made a motion to accept the March 28th, 2022, seconded by Mr. Ostrander. No further discussion was made. On a voice vote the motion passed unanimously.

Approval of the 990 Tax Form

Mr. Bulger made a motion to accept the 990 Tax Form as prepared, seconded by Mr. Wood. No further discussion was made. On a voice vote the motion passed unanimously.

Treasurer's Report – Steve Bulger

Financial Report

Mr. Bulger reviewed the expenditures and activities for the Partnership. There were two \$7000 payments to close out the contract with Dunn Strategy group. The rest of the expenditures were routine. The office rental lease will be ending shortly.

Ms. Moran stated that she had been in touch with Eileen from Intertrack Future who is conducting a reconciliation that is necessary to move forward with the termination process and distribution to the three plan participants.

Mr. Bulger stated that the bank balance was \$189,000.00 and, in his opinion, the Partnership need not request any additional funds from the County Board of Supervisors as the anticipated expenses will be less than \$5000 per month and Ms. Moran agreed.

Mr. Barrett stated he agreed that there may be no need to request additional funds and the County Board of Supervisors may be able to allocate funds for tourism and economic development directly to local municipalities.

There was a brief discussion regarding contractual payments by the County, but on a reimbursement basis. It was noted that the Occupancy Tax collected by the County was \$700,000 and the Partnership could get half that amount if needed. The contract also states that any unused monies must be returned to the County.

Mr. Miller stated that the law requires that 50% of the Bed Tax is pledged to the Partnership and so that money must be given over to the Partnership for reconciliation and audit purposes. The money could then be gifted back to the County if not used. Until the partnership is dissolved, or the state law is modified, the Partnership has the opportunity to participate in economic development projects as they choose.

Signatures for the checking account have been updated to include the Treasurer, Secretary and Board Chair.

Mr. Karpinski made a motion to accept the Treasurer's report, seconded by Mr. Butler. No further discussion was made. On a voice vote the motion passed unanimously.

Discussion - StartUp NY Contract Extension

Mr. Miller will be working with Mr. Rose who will be reaching out to SUNY to determine whether an extension is available and if so, the agreements will update to include the extension for the subsequent periods. Ms. Moran stated that currently the contracts for G and G Lighting and Spark Shop expire at different times and the agreement will be updated so both contracts expire at the same time and would thus require only one Board action for an extension.

Discussion - Office Space Update - Jason and Matt

Mr. Rose stated that they did start the process of closing out the office space. The Spectrum account has been closed. They have started sorting through the supplies and furniture and will move things that can be used to Mr. Kemper's office once the renovations are complete in that space. Currently a storage unit has been set up to hold things temporarily. Mr. Kemper stated that furniture is limited to some chairs and filing cabinets. There is a lease on a copier and there is no way to terminate the lease without paying the full amount as a lump sum. The lease will continue on the copier and it will be utilized at the Planning Department. The Board decided to continue the monthly payment for the copier as it includes maintenance and supplies.

Discussion - Future Meetings Schedule

Mr. Rose shared that with the operations coming to a close, monthly meetings are no longer needed. Going forward there may be meetings needed to approve some annual reports required for submission to the State. There will also be an amendment to one of the StartUpNY agreements which will need to be approved through a vote at a later date. Mr. Rose will keep the board members updated as to when the next meeting will take place.

Adjournment

Mr. Barrett made a motion to adjourn the meeting, seconded by Mr. Wood. On a voice vote, the motion passed unanimously.