

**JOINT MEETING MINUTES
EMERALD CORPORATE CENTER
ECONOMIC DEVELOPMENT CORPORATION
BOARD MEETING**

May 14, 2019 – 8:00 AM

Sullivan County Government Center – Division of Planning Conference Room

Members Present

Freda Eisenberg
Josh Potosek
Jay Weinstein

Members Not Present

Luis Alvarez
Marc Baez
Joe Perrello
Gerald Skoda
Alan Sorensen
Heinrich Strauch
Jay Weinstein

Others Present

Kassondra Johnstone

I. Call to Order

Freda Eisenberg called the meeting to order at 8:10 AM without a quorum.

II. Approval of Minutes

The motion to pass the March meeting minutes was tabled until July.

III. Payments

The board tabled the following payments.

- Bills Paid
 - Dennis Dietrich (February 2019) \$ 2,366.66
 - NYSEG (March 2019) \$ 435.05
 - Verizon (March 2019) \$ 50.13
 - NYS Dept. of Health \$ 100.00
 - OCL Analytical Services LLC \$ 35.00
 - Dennis Dietrich (March 2019) \$ 2,166.66
 - Verizon (April 2019) \$ 49.93
 - NYSEG (April 2019) \$ 432.67
- Bills to be Paid
 - Dennis Dietrich (April 2019) \$ 4,744.29
 - NYSEG (March 2019) \$ 401.16
 - Town of Thompson \$ 246.66

IV. ABO Committees

Eisenberg reported that the Audit and Governance Committees met on March 28.

1. Governance: The governance committee discussed creating an attendance policy that would remove members from the board who missed more than 3 consecutive meetings without a valid excuse. The committee also decided to provide a call-in number to increase attendance at meetings.
2. Audit: The audit committee discussed getting the full board's opinion on creating an RFP for audit services for next year to ensure due diligence in procurement.

V. Corporate Park Property

Eisenberg reported that Keller Williams has been showing the ECC property at commercial real estate conferences and has shown the property to two builders. They have requested rendering showing the site with flex space, which are in progress from Keystone.

The group discussed looking at the original grant agreement or sale agreement with Crystal Run for ECC to determine if there is an exit plan for board involvement in the corporate park property once all the parcels are sold.

VI. Water Company

Eisenberg reported that she and Supervisor Bill Rieber met to discuss any amendments to the draft agreement, and that we are awaiting a cost determination on fees associated with creating a water district.

VII. New Business

Eisenberg announced the Heinrich Strauch will be stepping down as a board member once a replacement can be procured. As Strauch is also currently the treasurer, the group discussed reaching out to another person at Jeff Bank or Catskill Hudson Bank as a replacement.

The next meeting is on July 9, 2019.

VIII. Adjournment

On a motion made by Eisenberg, seconded by Potosek, the meeting was adjourned at 8:25 AM.