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HVADC Board Meeting

November 14, 2013

Draft Minutes

Present: Jim Mackerer, Dave Colby, Todd Erling & Mary Ann Johnson

On Phone: Eric Ooms, Walter Garigliano, Dennis Doyle & Janet Crawshaw

Minutes: The board received and approved minutes from September 12, 2013.

Todd began the meeting with a discussion of the Battenkill Fiber RBEG. He noted HVADC will purchase the equipment and then develop a lease with Battenkill to repay with a discount. Walter offered model lease agreements using that he has used which utilize the discount model. TE will take a look at.

Eric made a motion to apply the services needed to apply for RBEG grant, Jim offered a second and all voted in favor.

Dennis Doyle joined by phone.

Financials – TE began talking about the proposed 2014 budget which was presented to the Board. He noted there is a change in Columbia Co commitment. It will come from the County directly – not through CEDC in the amount of \$25k like the other counties.

New World Foundation– Todd noted there is a three year commitment on TA and that we expect to have Farm Hub turn into a 3 year commitment at a \$100K per year.

TE noted that for the Food Hub grant a majority of that money is a pass through to the businesses.

The Board discussed and supported the 2014 proposed Budget.

TE suggested the board propose a compensation committee to have a formal annual review and to adjust job responsibility as projects change and to make sure compensation is in line with other agencies and for the region. TE will meet with Jim & Dave to talk about increase in salary and performance criteria.

Janet asked about increase in staff. TE explained that Miriam Latzer is working with us as a consultant on the Farm Hub to build capacity. There are also two candidates we are considering – a woman in Washington Co working on Arglye Cheese and a small business development person located in Columbia Co. to bring on staff but need to stabilize funding before making commitment.

Janet asked if the committee would focus only on compensation or if it would deal at staffing. Janet concurred with it working on a committee level. It was suggested that the Compensation Committee be comprised of the Board President and Treasurer and one other Board member. Discussion resulted in the suggestion of Dave Colby.

Eric made a motion to approve to the committee to review and suggest appropriate compensation for 2013 and 2014 for the executive director only, and for the executive director to advise on staff. Eric also suggested the next annual review occur between Sept and Dec 2014. Janet offered a second and all voted in favor.

Updates on other programs:

Sullivan Co Food Hub – TE explained that we have been hearing through both regional councils that it has been made a priority project in both regions. The project should be funded whether the regions are “winning” regions or not. Walter noted the local funding corporation will front the money to develop site plans and engage an engineer. As soon as there is info from the CFA, the project will be ready to start the local approval process. Project has funding as long as the CFA comes through including RBEG and RBOG.

TE mentioned we are talking with the federal legislatures about keeping the REAP zone in the Farm Bill because we are using it and it has been beneficial.

Walter and Janet had to excuse themselves and left the meeting.

Regional Farm Hub project is nearing announcement in the Ulster area. TE noted that he is hearing that it is one of the largest Rondout growers and that Brook Pickering has been brought on as a marketing person.

FTC/HVH moving into “slow season” which means implementation of grant. We are helping them look at how to best utilize the space. TE noted problems with landlord and that they have been having discussions with the County because this is a huge investment. FTC processed 2M pounds of local product. Jim is on the verge of break-even – huge win.

Dave Colby joined the meeting in-person.

Farm to School – right on target with the work scope and deliverables. Pattern is the administrator with USDA but we are handling all of it. TE got a matching grant for PFP as part of the total match for the grant. The project was on the nationwide blog and we are working on test runs with FTC.

Dave noted disappoint with the ABO report for CEDC that made reference to the Chamber and HVADC. Dennis asked if it will ripple through to other IDA's. TE stated he doesn't think so because we can act as an Agent of the IDA on a contractual basis. TE stated he wanted to talk with the ABO staff to make it clear what our role and our contractual obligations.

The Board agreed to hold a meeting in December and Mary Ann will circulate dates. Meeting was adjourned.