



HVADC

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**BOARD OF
DIRECTORS**

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Mark Doyle

Vice President

Walter Garigliano

Treasurer/Secretary

Ann Finnegan

David Church

Dennis Doyle

March Gallagher

Eric Ooms

Executive Director

Todd Erling

Draft Minutes
Board Meeting
September 15, 2017
Ulster County Office Building

Directors Present – Mark Doyle, March Gallagher, Walter Garigliano, Dennis Doyle, David Church, Ann Finnegan

Directors Absent –Eric Ooms

Others Present - Todd Erling, Mary Ann Johnson

Meeting called to order at 9:10.

Minutes from June 16, 2017 board meeting: Walter made a motion to approve, March offered a second and the motion unanimously passed.

Walter followed up on two items from the June 16 minutes. He noted the leasehold improvements for the Catskill Food Hub was confirmed at \$300,000 and draft lease provides for HVADC to be financial intermediary and administrator for components/programs as the hub develops. Walter will get copy of lease to staff.

Walter mentioned that Sullivan County IDA was one of the applicants for the Grown & Certified CFA in the Mid-Hudson Region. Todd explained that the Hudson Mohawk RCD was the only application for the Capital Region. It was explained that HVADC is not an applicant but will work in collaboration with the Sullivan County IDA and HMRCD if the grants are awarded.

The Board expressed support for both items.

Financials: The Board was presented with the YTD P&L and a balance sheet. Walter mentioned that Greene County is missing and is a user of our services without paying. Todd explained that when we do work in Greene, those clients pay more for the cost share.

Todd explained financials are on track and this is the time of year when most of income begins to come in. March asked if we need a match or dedicated funding for the JDA loan fund. Ann explained JDA does not require one, but internally we should explore. There was a motion to accept the financials by Walter, there was a second by Dave and the motion unanimously passed.

Todd presented the draft 2018 budget which is required to be submitted by Oct 31. The board reviewed the proposed budget. Walter suggested the board needed a motion for staff to submit this budget to the ABO, March made the motion, Mark offered a second and the motion passed unanimously.

The board discussed whether to consider event based programming to generate income. It was agreed that if the right opportunity presents itself, the board will consider.

Mary Ann mentioned HVADC is submitting an RBDG application related to food safety (GAP). March made a motion to direct staff to file the application and commit funds for match, Dennis offered a second and the motion passed unanimously.

March acknowledged Dave has been board chair for most of the time of HVADC's existence. She asked the board is this the time to be talking about change in leadership as per past discussions. Dave indicated that Mark and Dave have talked and Mark is willing to step into the position. Dave is willing to stay on as a board member. Walter indicated all the board officers should be considered for change. The board discussed the slate can be Ann as treasurer/secretary, Mark as president, Walter as vice president.

Walter noted there was two timelines discussed for electing officers. One was Oct-Sept, which works well with ABO required submissions. The other was Dec-Nov – which was not an ideal.

Dave indicated that the timing for a change in Oct works for him but he would prefer a slate. Walter indicated we should do Oct 1 – Sep 30. Todd restated the slate as proposed by March, March made the motion to accept Mark as President, Walter as Vice President and Ann as Treasurer/Secretary. Dennis offered the second and the motion passed unanimously. Todd stressed he would appreciate Dave staying on the board as an at-large member.

Dennis excused himself from the meeting.

The board discussed bringing on additional counties including Greene, Albany and Saratoga. Todd indicated there were discussions going on with Albany and Saratoga currently. Todd mentioned there is a new grains project in Saratoga County and they sponsored the NFV conference.

JDA – Todd explained that we need board authority for HVADC to enter into a loan agreement with JDA establish the loan fund. The motion was made by Dave and there was a second by March. The motion passed unanimously.

Grant opportunities: Waiting to hear on an LFPP grains project, waiting to hear from EDA but we have had positive feedback from EDA staff, we are working on an upcoming Beginning Farmer Rancher grant with the Carrot Project for farmers 6-10 years in business for training and education.

March mentioned Central Hudson maybe a potential for funding in future.

The board agreed there will need to be a diversified approach to funding from federal, state and private funds.

Walter recommended that Dave, as chair, appoint a committee to develop the loan fund documentation for HVADC clients. Walter said he has some examples he can share from the RMAP program.

Dave appointed Walter, Mark and Ann as a loan committee and to report back to the board on loan guidance documents (policy and procedures).

Meeting adjourned at 10:40.