



**Meeting Notes**  
**Board of Directors Meeting**  
**Tuesday, December 13, 2022**

Trail North Federal Credit Union Conference Room  
(The meeting was also broadcasted to the public via Zoom)

1. Motion to approve minutes of October 18, 2022 meeting. Motion Peter Reale, second Bobby Porter, motion carried.
2. Motion to move into executive session. Motion Chris Mallon, second Scott Hearburg, motion carried.
3. Move to return to BOD Meeting
4. Financial Report - Pat Ida
  - Financial Highlights: Current cash on hand is \$556,000. \$350,000 is in general funds, \$130,000 in the Scholarship Endowment Fund and \$27,000 in the scholarship cash account for spring 2023 payments and new scholarships for Class of 2023. \$31,000 in Entrepreneurs fund and we expect to get some applications soon and we should consider moving money from our general fund into Entrepreneurs Fund, \$44,000 in the 108 Montcalm fund.
  - Approval of Financial report
  - Paul Budd (Silver Bay Store) is fully paid back, Burleigh Luncheonette is on schedule with payments, and James Cawley is in arrears on November and December payment. Working with James to get him to current status. Ti Golf additional donations were \$350,000 in 2022 and we are not going to see repayment begin in 2023.
  - Kathleen and Donna have been cleaning up account and beginning in January we will be building our budgets in Quickbooks so that it matches up with our annual accounting and is more easily trackable and reportable. She has been working pro-bono in 2022, but will be moving to a paid capacity in 2023 and taking on additional responsibilities with grant and project administration.

Motion to Approve Financial Report from Lance Clark, second from Chris Mallon. Carried.

5. Board Business
  - 2023 Meeting Calendar – Board is requested to put the following meeting dates on their calendars ASAP to avoid any conflicts.
    - Tuesday, February 14, 2023, 3 pm Location TBD & Zoom
    - Tuesday, April 11, 2023, 3 pm Location TBD & Zoom
    - Tuesday, June 13, 2023, 3 pm Location TBD & Zoom
    - Tuesday, August 8, 2023, 3 pm Location TBD & Zoom
    - Annual Public Meeting: Wednesday, August 23, 2023, 4 pm
    - Tuesday, October 10, 2023, 3 pm Location TBD & Zoom
    - Tuesday, December 12, 2023 3 pm Location TBD & Zoom
  - 108 Montcalm Street Plan & Board Resolution
    - i. Town has passed resolutions to authorize the application for RestoreNY grant, publishing public meeting announcement, and scheduled the public meeting on January 12<sup>th</sup>. Ti-Alliance will be named as the developer of the property and we will administer the grant and receive an administration fee for that work. January 27<sup>th</sup> application deadline to ESD.
    - ii. Tax Exemptions – Paid taxes when we bought the property, paid the school taxes in November, and have applied for school and property tax relief but it will not become effective until 2023.
    - iii. Financial Plan & Grant Application - Currently for \$1.3M but will rise somewhat. Alliance is working with contractors to bid the work and on the portal to begin writing the grant. Carol Calabrese and Nicole Justice Green will read what we write and help improve our application so that it is the best that it can be.

Asbestos and mold inspections have been done. There is no asbestos in the roof and only minimal in the building floor tiles and some grout on the walls and should not be time consuming or very expensive to mitigate. Special aspects of this grant include no requirements for multiple bids or prevailing wage, and the ability to use in-kind labor and materials that count toward our 10% match of the grant. The only requirement we need to meet is 30% MBWE contractors.

- iv. Timeline – Grant is due January 27, grants are announce in late March, early April. You have 24 months from the date of contract to finish the project.
  - v. Financing – Talking with Glens Falls National Bank and Adirondack Economic Development Corporation about partnering to provide the construction financing for the grant.
  - vi. Board Resolution for Application – Motion to adopt the resolution authorizing Ti-Alliance to write this grant on behalf of the town, and to administer the grant if it is awarded. Motion from Scott Hearburg, second Peter Reale. Carried.
  - vii. Challenging to get much of the information required on the plan for the building and the business plan for the business that is required for the application and for contractors to provide bids for the work. Suggested that we create a team of James’s people that can work on the details of things to move that forward.
- DRI Update – no news is good news. Announcements can come any time after December 15. Will notify everyone as soon as we hear.
  - Potential movement for Agway Building – Donna will be meeting with Nicole J. Green of PRIDE to talk about creating a long term historic restoration plan for the Agway Building. If we own the building, a non-profit can work with NY Preservation and ESD to complete a long term technical plan and technical work on the building, get renovation money from NY Preservation and ESD. Probably a 5-year plan, but we should start and eventually move it back into private hands once the redevelopment has been done. Board should think about potentially purchasing the building so that it becomes eligible for funding.
  - Support for Blee’s Building – considered by the state as a deferred maintenance issue and not fundable by the state. However, there could be some funding in the DRI if we get the award.
6. Committee Reports:
- Development Committee
    - i. Scholarship Endowment – Endowment has grown from \$100,000 to \$130,000.
    - ii. Major donations – Beekley \$5,000, Pearsall \$2,500, Chris and Angie Parlin \$5,000 trade education related programs, Stevens \$1,000 for Endowment, Macks \$1,000, Chase \$1000, Susan Darrin \$1,000, Regan Development \$1,000.
7. Program Updates
- School/Workforce Development – Pivoting the Students in the Field program to work directly with teachers to enhance in-class learning with practical field trips and in-class visitors. Example: Jay Wells’ Business class went to Fort Ti to talk with all the people behind the scenes about running the Fort as a business. Also had a great trip to the field with the IP Foresters. Much different from a historical visit. Will be working closely with Jay, Rick Merrill, and others. Have surveyed the teachers to see their interest in how we can get creative to enhance their classwork and connect to careers. Pam and Bobby are interested in helping with personal finance games and program.
  - David Bechard graduated from his lineman program and is working now. Andrea Paige will graduate from her welding program in March. She will be our 4<sup>th</sup> scholar to graduate from their program. Other scholars are doing a great job of keeping in touch and doing well in school. All are planning to continue their studies in the 2<sup>nd</sup> semester this year.
8. New Business/Old Business
- Scott Hearburg is the new owner of 92 Montcalm Street (Ledge Hill Brewery). Selling NY State wine and can sell other NY State products.
9. Move to Adjourn – Sandy Morhouse, second Pam Nolan.

Next Scheduled Meeting: Tuesday, February 14, 2022, 3 PM EST, Location TBD & Virtual
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