



Board of Directors Meeting Minutes Tuesday, April 21, 2020, 3pm

Venue: Zoom Meeting

Attending: Nancy Archer, Lance Clark, Scott Hearburg, Chris Mallon, Sandy Morhouse, Pam Nolan, Bobby Porter, Peter Reale, Donna Wotton

Absent: Pat Ida

Public Attending: Jim Major

1. **Financial Report** – Pat was absent from the meeting but provided the current financial reports. As of April 21, 2020 total current cash assets are \$222,482. There are no debts. Total liabilities and equity is \$1,176,264.32, including Paddle and the mortgage note receivable. Total income to date is \$615,945 including \$607,745 contributions for Ti Golf Club, \$5,000 for the Entrepreneurs Fund, and \$3,200 in unrestricted donations.

Pat is just finishing up creating our UBS account which will enable us to take stock donations.

2. **Board Business**

- Due to the COVID-19 restrictions on gatherings we postponed our public meeting for this board meeting and will work to reschedule the public meeting – likely in August or September. We will publicize widely via email, Facebook, Instagram, and the Sun Community News.
- COVID Response
 - Local Business Relief – We have retooled the small amount of money in the Entrepreneurs Fund to provide some emergency funding for local businesses. First application has been received and will be reviewed by the Entrepreneurs Fund Committee with recommendations to the board. Board approval will be done via email roll call vote.
 - Mortgage Payment Relief for Trek Studios – Mortgage and interest payments will be postponed for Trek Studios for 6 months, with a review of the situation and interest at that time.
- We will meet with James and a variety of “resources” to put together a financial plan for the Hacker Building. Star Trek could begin work on the building as soon as Ti-Alliance has a contract with the county.

3. **Committee Reports:**

- Finance Committee – See above.
- Governance Committee – No agenda items for Governance Committee.
- Development Committee
 - Grant progress
 - Administration
 - a. USDA/RBDG 2019 Q3/Q4/Q1 School reimbursement has been refilled with the guidance of the *senior* administrator for our region. We are expecting a check for approximately \$56,000, which includes about \$8,100 for Ti-Alliance.

Ticonderoga Revitalization Alliance is a not-for-profit, local development corporation whose mission is to restore economic prosperity in the Ticonderoga region by serving as a catalyst for innovative ideas and resources, and for public-private partnerships and investment opportunities.

- b. Administration of Trek 2018 Grant – fulfilled Trek Studios requirements for final filings for their 2018 NY Main Street Grant. Ti-Alliance spent approximately 70 man-hours talking with the NYMS administrators, finding and scanning receipts and bank records, and creating and filing the necessary reports. Had we not been able to do that by April 1, Trek Studios would have lost the six-figure reimbursement revenue from the grant. Should take about 8 weeks for them to receive that reimbursement.
- Submissions - 2 RBDG Federal Grants – Filed on March 31, 2020, notifications will come in July 2020.
 - a. We filed one RBDG for \$99,000 for renewal of 2019 School Tuition Grant.
 - b. We filed a second grant that included \$100,000 capitalization for the Ti-Alliance Entrepreneurs Fund (regular activity for start ups and business expansion), \$50,000 for Co-Op to be used to bolster the salary of a professional manager and expand inventory, and \$200,000 for kitchen equipment for TGC Golf Club.
- Underway
 - a. CFA Feasibility Study is underway. We're in the process of finalizing a combined proposal from In.Site:Architecture and Camoin360 to undertake the market study, surveys, and budgets of 3 buildings in downtown Ti – Rathbun, Agway, and the Sears Catalog Building (across from Sunshine Laundry). Work begins next week with meetings with the owners and building inspections the following week.
- Upcoming CFA NY State Submissions
 - a. Downtown Development Plan for the town
 - b. Development funding for buildings currently in Feasibility Study
 - c. Potential money for building improvements for Hacker
- Upcoming National Grid Main Street Grant submissions for Cunninghams and Hacker
- Charles Wood Foundation for TGC – This is a grant application that Ti Golf Club would like to submit but CWF only grants to non-profits, so we would be the fiscal sponsor. TGC has hired Steve Peters, a grant writer in Peru, NY to write it. Donna will consult on the content and do the final submissions to be sure that the project and Ti-Alliance are properly represented. If we receive the grant TGC would have to pay either Ti-Alliance or Steve Peters to administer (with us having oversight and responsibility for submissions).
- DRI 2020 – We have not been working on the Downtown Revitalization Initiative (\$10,000,000 from the state). We have not heard whether they are postponing the 5/31/2020 deadline for submissions, and we have not heard from the town or any of the other former co-sponsors about whether they want to submit this year. It is unlikely that we would prevail this year, but probably important for us to “stay in the cue” for next year and stay on the radar.

4. **Program Updates**

- Trade Education (Donna)

- Scholarship Program & Admin – The Scholarship Fund Committee is reviewing applications next week and will create our strategy for this year's awards. We expect between 4-6 applications and have divided the committee into 2 teams to review, interview candidates and recommend awards.
- “Contractors in the Classroom” on hold until Fall – Our first visits to the classroom were great and Donna and Mike Uchal are using those experiences to build a really robust program for the fall.
- Recruitment discussions with regional colleges about how they are retooling for COVID-19 impact to their recruiting practices. Enrollment has been decreasing

over the past few years and this isn't helping. We talked about some strategies for enabling the counselors to do better outreach on their behalf with tools like virtual tours given by students, etc. With campus visits being a key factor in encouraging students to apply, we are going to plan several fall visits for Ti High Juniors and Seniors to get those done early in the year and get students excited.

- Thinking about creating a job pool for high school kids summer jobs.
- Derelict Buildings (Lance) – Ti-Alliance may receive a small amount of money that is still unspent from the current Phase 1 in order to close out that phase and move to Phase 2. LISC will need to decide if the program can be extended and/or reprogrammed due to program interruptions by COVID-19.
 - Two lots were recently cleared (on the Portage and Lord Howe). It remains to be seen how much money the town will recover from the county when these properties are sold by the county, which will in turn affect how viable this model is for the future.
 - The next round of funding (2.0) still needs to be finalized by the Town. It will include \$20,000 for legal actions. We will have to see how much the delayed start to Phase 2 may reduce the time available to implement this phase, which might end up with the Town having to return some of the funds if we have less than 24 months to implement.
 - Working with Supervisor to get legal actions underway to utilize already appropriated funding (\$20,000)
 - There is some discussion about repurposing unspent funding in the Revolving Loan Fund to provide mortgage support to people having trouble meeting their mortgages due to COVID-19 impact. The town might not have the capacity to properly administer the fund for the original purpose and this could be a good use of the funding. Important to prevent abandonment of properties with people walking away from mortgages and creating more abandoned buildings. HAPEC (Housing Assistance Program of Essex County) would administer.
 - A part of the original proposal was to create a working group to support the project and have more expansion in the community. However in February, Essex County created a task force on housing. We may see if we can participate in this group to advocate for the needs of Ti residents, which would give Ti-Alliance more visibility with the county, and provide another housing forum to advocate for the needs of Ti Area that are different from those at the top of the county in Lake Placid.
 - Alan Hipps has been talking with our partner HAPEC about the possibility of implementing a rehab and reselling program for properties with medium level problems. He's talked to a number of government agencies about how this could be implemented and funded. There is a possibility that the Affordable Housing Corporation could potentially provide funding for this purpose. Even if we don't get the adjustments that we seek on the main program through LISC, this would be a program that HAPEC would manage.
- Ti-Works – The renovations are done and the building is ready when restrictions are lifted. Signage is up and the last thing to be done is to have the front window replaced. Furnishings will be free to us (or extremely inexpensive) from a friend of Mark Harrison's in Saratoga. Will include cubicle partitions, desks and chairs, file cabinet (for supplies) and maybe a few additional pieces of furniture. As soon as restrictions are lifted we can go pick up in Saratoga. The door keypad lock will be accessible via a phone app that will allow people to sign in, pay for their time, and receive an access code to the door.
- Business Incubation & Downtown Development (Donna)
 - Entrepreneurs Fund documentation is now complete. In addition, we have a set of emergency funding guidelines and application. Emergency funds are up to \$5,000, no interest loans for 1 year. We have 1 application already and the committee will review this week.

- Need to do additional outreach for more funding in the pot.
 - Approval of loans will be done via Email role call.
5. New Business/Old Business
- Ti-Alliance Part Time Support – Liz Parlin, from Hague, has been working with Donna on a part-time basis to help with the grant applications and administration of the Trek Grant. In addition she is helping to expand our outreach through email communications, Instagram, and Facebook. Liz has a degree in English which is a big help as so much of this work involves writing.

Next Scheduled Meeting: June 9, 2020, 3 PM EST, Location TBD
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