

**ADVANCE ALBANY COUNTY ALLIANCE LOCAL DEVELOPMENT
CORPORATION BOARD OF DIRECTORS
3/17/21 MEETING MINUTES**

Regular Board Meeting

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 202.1 issued on March 12, 2020 suspending the Open Meetings Law, the Advance Albany County Alliance Local Development Corporation Board Meeting on March 17, 2021 was held electronically via conference call instead of a public meeting open for the public to attend in person. Members of the public were able to listen to the Board meeting by utilizing an internet link provided in the meeting notice.

Minutes

A Regular Board Meeting of Advance Albany County Alliance (AACA) Local Development Corporation, a New York not-for-profit corporation (the "Corporation"), was held electronically on March 17, 2021 at 8:30am.

The following Directors were present at, and participated in, the meeting:

- Alan Goldberg
- Alan D. Alexander
- Marcia White
- Carmen Duncan
- Tom Nardacci
- Rich Rosen
- Daniel P. McCoy

Director Jeff Buell was excused.

Also present at the meeting were:

- Kevin O'Connor, Director of Economic Development, Albany County and CEO, AACA
- Melanie LaRose, Executive Assistant to CEO, AACA
- Daniel Lynch, Deputy County Executive, Albany County
- Lucas Rogers, Policy Analyst, Albany County
- Thomas M. Owens, Esq.
- Michael Morris, Chief of Staff, Office of the Chair, Albany County Legislature
- Christa Franzl- Director, Camion 310
- Dan Gunderson- Senior VP/Principal, Camoin 310
- Meredith Brinkmann- Director, CFO-for-Hire Division at BST & Co. CPAs, LLP

The Directors called the meeting to order.

1. The first order of business was to approve the minutes of the January 15, 2021 Regular Board Meeting. After discussion, upon a motion made by Ms. White, seconded by Mr. Nardacci, and carried pursuant to unanimous vote, the Directors:

RESOLVED, that the minutes of the January 15, 2021 Regular Board Meeting are approved.

2. The next order of business was the review and approval of the Authority Budget Office (ABO) 2021 Budget Report which is to be submitted to the ABO via the on-line Public Authorities Reporting Information System (PARIS). After discussion, upon a motion made by Mr. Alexander, seconded by Mr. Nardacci, and carried pursuant to unanimous vote, the Directors:

RESOLVED, the 2021 Budget Report is approved for submission to the ABO.

3. The next order of business was the review and approval of two (2) engagement letters with UHY Advisors to provide the Corporation with professional accounting services. Following discussion, no action was taken.

4. The next order of business was the review and approval of a Memorandum of Understanding (MOU) between the Corporation and the Capital District Regional Planning Commission (CDRPC) pursuant to which CDRPC will provide the Corporation with \$25,000 in funding to allow the Corporation to update Albany County Strategic Economic Development Plan to include an addendum focused specifically on the effects of, and proposed recommendations in response to, the COVID-19 Pandemic. After discussion upon motion made by Mr. Nardacci, seconded by Mr. Alexander and carried pursuant to unanimous vote, the Directors:

RESOLVED, the MOU between the Corporation and CDRPC is approved and the Chief Executive Officer (CEO) is authorized to execute such MOU on behalf of the Corporation pursuant to Resolution #2021-03-05;

5. The next order of business was a report by AACA CEO Kevin O'Connor. Mr. O'Connor introduced the first AACA employee Ms. LaRose. He discussed that Camoin 310 had helped with the website RFP process, and thanked both Mr. Nardacci & Ms. Duncan for their participation. He noted Spiral Design was the bidder selected to move forward with the Corporation website, branding & logo. Also introduced was Meredith Brinkmann, (Director, CFO-for-Hire Division at BST & Co. CPAs, LLP) who has been secured for accounting services. The CEO informed the Board that a request for a quote for the D&O Policy had been submitted and a discussion of the budget is still underway to identify permanent funding streams for AACA. Additionally, the CEO provided an update on the State of the County Address' economic priorities.

6. The next order of business was a presentation from Dan Gunderson-Senior VP/Principal & Christa Franzi-Director of Camoin 310. The presentation included the background/development of the 2019 County Strategic Economic Development Report, accomplishments during 2019-20, and projected scope of work for Camoin 301 for 2021. Mr. O'Connor indicated that the AACA would continue engagement with Camoin 310.

7. The next order of business was an update on offshore wind by Lucas Rogers, Policy Analyst, Albany County. He explained how it impacts Albany County through the Port of Albany & the Port of Coeymans and additional supply chain opportunities. In addition, Mr. Rogers explained that AACA will be helping to bring partners together to cultivate this manufacturing hub. Board Members Alexander, Nardacci, and Duncan discussed the opportunity

8. The next order of business was an update on the Albany County Small Business Grant overseen by AACCA. Mr. Rogers gave an overview on the program outcomes, including a statistical breakdown of grant recipients.

9. Open Discussion.

10. Executive Session. Upon a motion made by Ms. White and seconded by Mr. Rosen, the Board unanimously voted to enter into Executive Session to discuss matters related to the employment history of a particular person or corporation and matters leading to the appointment or employment of a particular person. The Board unanimously voted to exit Executive Session. No actions were taken during Executive Session.

There being no other business to consider, the meeting was adjourned at approximately 9:56 am.



Secretary

Board Minutes as Approved by Board on May 17, 2021