Chair Martin called the Regular Meeting of the IDA to order at 4:00 pm. The following were present at Roll Call:

James Ellis  
Melinda “Lindy” Ellis  
Justus Martin  
Karamarie Morton  
David Yando  
Jeremy Evans, CEO  
Maria Bourgeois, Executive Assistant  
Frank DiFiore, Malone Telegram (Arrived at 4:01 pm)  
Andrea Dunas, Franklin County Legislator  
Michael Roesler, MCM Development Malone LLC  
Absent: Sherry Langdon  
Rodrique Lauzon

Mr. Martin welcomed everyone to the meeting.

Public Comment Period: None.

Approval of Previous Meeting Minutes:
- The IDA board approved the Regular meeting minutes of May 24, 2017 on a motion by Mr. J. Ellis, seconded by Ms. Morton. All in favor.

Bills and Communications:  Jeremy spoke with the Board briefly about attending the North Country Chamber’s Business Expo on Thursday, June 8, 2017 in Plattsburgh, NY. He explained that Ms. Morton was there both as a representative of her work and as a member of our board. Additionally, Mr. Martin also was in attendance for a period of time. Maria set up and staffed the booth for the morning and he took over for the afternoon. Jeremy felt that it was a good networking opportunity for businesses, but is unsure of the overall relevance for our Agency.

Committee Reports:
- Governance Committee – Mr. J. Ellis indicated that he has done as much as he can with revising the Agency Bylaws and that the next step is to have a Governance Committee meeting, possibly an hour prior to the next Board meeting on July 26th from 3-4 pm. After the whole group meets, he suggests that Matt McArdle come to a meeting to add the legal expertise. He added that 3-4 pm prior to regularly scheduled board meeting would be an ideal time for any committee meetings to take place.
• Building Committee – Mr. D. Yando stated that it’s been an adventure. Jeremy explained that he has followed a couple of potential contacts for maintaining the grounds at our Bombay properties, but none have panned out. Jeremy met with Mr. Martin, Don Dabiew (Fr. Co. Legislator) and Mary Taylor (Bombay Town Supervisor) yesterday and they have a few ideas about how to handle. Jeremy was at the Factory trying to get scope of what needed to be done in the way of landscaping, etc as the ground are extremely overgrown so that he can build an RFP for bids – potentially we could have a significant fall project to clean both properties up and then bid for a regular maintenance contract for the next year. Ms. Morton indicated that Bub Earle is willing to talk about doing the maintenance and he has bush hogs as well. Jeremy then informed the board that while at the factory, he noticed that a bay door was wide open and contacted Curt Smith and the NYS Troopers who came and searched the premises and subsequently a report was filed. He added that the building has been resecured, all holes are sealed and all doors secured. Adirondack Alarms came and all video cameras are functioning after replacing a hard drive on the unit. Jeremy would like to look into locking the gate, which is a motorized unit. Mr. Yando then asked about the viability of getting the pump house functional again, to which Jeremy responded that he has been speaking with Jan Kibben of Kibben Consulting to possibly hire her as a consultant to come in and do an assessment of all our properties. She has lots of experience as a project manager, construction manager and would do amazing work. She could create proposals for bids for anything that needs to be done and present them to the Board so they can make informed decisions. Ms. Morton requested that Franklin County businesses be given preference for any work to be done. Jeremy wanted to thank Curt Smith once again for his volunteer service in being the security contact for our Bombay buildings. Finally, Jeremy explained that Maria had sent an email to the Board to see if any members were interested in touring a vacant facility in Chateaugay at the end of next week and Ms. Morton, Mr. Yando and Mr. Martin said they would like to attend with Jeremy.

Treasurer’s Report: Mr. Martin asked if there were any questions or concerns regarding the May 2017 financials, there were none.
• Motion to accept the May 2017 financial reports by Mr. Yando, seconded by Ms. L. Ellis. All in favor.

Old & Unfinished Business:
• Job Fair: Jeremy informed the Board that the Franklin County Economic Development Office is facilitating a Job Fair on Wednesday, August 23rd, from 3 pm – 7 pm at the Malone Middle School. The IDA will have a presence at this event. There will be an area for organizations/agencies, and a separate section for employers. Board members are encouraged to attend if possible.
• Jeremy stated he is grateful for the amount of knowledge that Maria has and what she has done to keep things going through the absence of a CEO, it has been helpful to him in getting up to speed in his new role. Additionally, PARIS reports are nearing completion, 3 out of 4 are in, the Annual report requires a few more details on St. Lawrence Gas and Maria is doing a lot of calculations that will make reporting easier in the coming years.
• Agency Direction: Jeremy stated that we need to determine the why and what we are doing as an agency. Our customers are all the residents of Franklin County, not ourselves or government – it is the residents. Our goal is to try to improve the quality of life and economic well being for all residents. In reading the CEDS, he feels there needs to be a
shift if how we think about and approach economic development county-wide and that is key to what we do moving forward. One of the top priorities in the CEDS was to create an entrepreneurial culture as well as strengthening and marketing our assets. With regard to marketing and branding, we need to tell our story better and in a different way. Another urgent need is establishing and reorganizing our economic development structure in the County. The County has already made an investment by creating an economic development office, but there has been turnover in the IDA and a fairly new Board of Directors and we have some work to do internally to decide our direction as an organization. Ms. Morton added that the community needs to speak and have input but there are other pieces needed for us to create our own brand DNA. How do we portray ourselves? Ms. L. Ellis and Ms. Morton will be working together to come up with a plan that will be a workshop for the Board to create our brand DNA. Jeremy added that everybody says they want to work together and we need to follow that through to the best of our ability, we can’t do it on our own – there needs to be communication and collaboration. The first thing we need to do is to create an Economic Development Council/Advisory Board, made up of stakeholders to have discussions and collaborate – with the first item being marketing/branding. Mr. Martin stated that moving ahead with an advisory board is a good step and asked if anyone has ideas on who should be part of this board to send those to Jeremy. Basic things need to be the focus at the beginning and should be consistent with the CEDS.

- Rail Study: No update at this time.

New Business:
- Rescheduling Meetings: Due to a few conflicts including the Job Fair scheduled on August 23rd as well as Thanksgiving and Christmas holidays:
  - Motion to cancel the August 2017 meeting, and to change the November 22, 2017 meeting to Wednesday, November 15, 2017 and to change the December 27, 2017 meeting to Wednesday, December 20, 2017 made by Mr. J. Ellis, seconded by Ms. Morton. All in favor.

Adjournment: After stating that the next regular meeting of the IDA is scheduled to be held on Wednesday, July 26, 2017 at 4 pm in Malone and with no other business to conduct, Mr. Martin adjourned the meeting at 4:39 pm on a motion by Mr. J. Ellis, seconded by Ms. Morton. All in favor.