Chair Martin called the Regular Meeting of the IDA to order at 10:02 am. The following were present at Roll Call:

Sherry Boyea  
Andrea Dumas  
James Ellis (arrived at 10:04 am)  
Stephen Erman  
Rodrique Lauzon  
Justus Martin  
David Yando  
Maria Bourgeois, Executive Assistant  
Jeremy Evans, CEO  
Marcy Gotzmer, LDC Marketing & Business Development Director  
S. Russ Kinyon, LDC Director of Economic Development  
Brendan McDonough, Malone Telegram  
Archie McKee, New IDA Board Appointee  
Griffin Kelly, Adirondack Daily Enterprise

Mr. Martin welcomed everyone to the meeting and introduced Archie McKee whose appointment to the board of the IDA, LDC and CDC begin on January 1, 2020.

Public Comment Period: None

Approval of Previous Meeting Minutes:  
- The IDA board approved the Regular meeting minutes of November 13, 2019 on a motion by Mr. Lauzon, seconded by Mr. Erman. All in favor.

Bills and Communications: None

Committee Reports: None

Treasurer’s Report: Jeremy reviewed the November 2019 financials with the board, noting that we invested a new $300K cd for a period of 9 months and the bid was awarded to Champlain National Bank.  
- Motion to accept the November 2019 financial reports by Mr. Lauzon, seconded by Mr. Yando. All in favor.

Old & Unfinished Business: None
Entered into Executive Session at 10:05 am for the purpose of discussing the employment history of particular persons on a motion by Mr. Lauzon, seconded by Mr. Erman. All in favor.

Maria Bourgeois, Jeremy Evans, Marcy Gotzmer, Russ Kinyon, Brendan McDonough and Griffin Kelly left at this time.

Exited Executive Session at 11:09 am on a motion by Mr. Lauzon, seconded by Mr. Ellis. All in favor.

Maria Bourgeois, Jeremy Evans, Marcy Gotzmer, Russ Kinyon, Brendan McDonough and Griffin Kelly re-entered the meeting at 11:13 am.

New Business:

Resolution #2019-18 Authorize Contribution to Employee HSAs: Jeremy explained that this resolution is the same as last year contributing to an employee health savings account.
- Motion to adopt Resolution 2019-18 as presented made by Ms. Dumas, seconded by Mr. Lauzon. All in favor.

Resolution #2019-19 Employment Agreement for CEO: Jeremy explained that this resolution is to continue an employment agreement for his job.
- Motion to adopt Resolution 2019-19 as presented made by Mr. Lauzon, seconded by Mr. Erman. All in favor.

Resolution #2019-20 Salary Adjustment for Executive Assistant: No action taken.

Resolution #2019-21 St. Lawrence Gas Liberty Utilities Consent to Assignment of PILOT Agreement: Jeremy explained that this resolution is needed because Liberty Utilities purchased St. Lawrence Gas Company in November and we have an active PILOT Agreement with St. Lawrence Gas.
- Motion to adopt Resolution #2019-21 as presented made by Mr. Lauzon, seconded by Mr. Ellis.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

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Resolution #2019-21 was thereupon duly adopted.
Adjournment: After stating that the next regular Board meeting will be held on Wednesday, January 8, 2020 at 10:00 am at the IDA Offices in Malone with no other business to conduct, Mr. Martin adjourned the meeting at 11:17 am on a motion by Ms. Dumas.