



PCEDC Board Meeting Minutes
January 14, 2025
9 a.m.
Legislative Conference Room & via Zoom

Present: Don Minichino, Richard Weiss, Chris Ryder, Walter Recher, Kerrie Mehalakes, Marjorie Keith, Dr. Mark Hirko, Bob Zubrycki and Bill Dunkel

Absent: Alana Daly Mikhalevsky, Dylan Myoshi

Staff: Kathleen Abels, Nattakarn Osborne

Guest: Bill Nulk, PCIDA

Meeting Proceedings

1. **Call to Order:** 9:01 a.m. by Treasurer Richard Weiss
2. **Approval of Minutes:** Richard Weiss made a motion to approve the minutes of November 12, 2024. Marjorie Keith seconded the motion. November minutes unanimously approved.
3. **Discussion of Board Terms:** Richard Weiss distributed a chart outlining the terms of office and relevant excerpts from our bylaws to all Board members. He reviewed the list of Board members and the expiration dates of their terms. Richard's fourth three-year term expired in January, and he concluded his duties by introducing Lisa Orro as a potential new Board Member. Lisa was asked to step out. A discussion ensued and it was unanimously agreed that Lisa would make an excellent director. Lisa was invited to re-enter the room, whereupon she was congratulated and welcomed to our Board.

Additionally, Richard reappointed directors Alana Daly and Chris Rider, whose terms will expire in January and March of 2025. Kimball Gell has chosen not to serve another three-year term.

4. **Treasurer's Report:** Richard Weiss stated that our budget was in line and that the 2025 budget meeting with the legislature went very smoothly.

5. **Appointment of Officers for 2024:** Richard Weiss presented the Nominating Committee's recommendations for officer appointments in 2024.

- **Chairman:** Don Minichino
- **Vice-Chair:** Christopher Ryder
- **Treasurer:** Bill Dunkel
- **Secretary:** Walter J. Recher

6. **Officer appointments:** The Governance Committee, consisting of Alana Daly Mikhalevsky, Richard Weiss, Don Minichino, and Walt Recher, met in December to finalize transitions and confirm the officer appointments. The board reviewed and confirmed committee appointments for 2025, ensuring alignment with the organization's objectives.

The 2025 Committee Members are as follows:

Audit Committee – Chris Ryder, Bill Dunkel and Don Minichino

Nominating Committee – Alana Daly Mikhalevsky, Marjorie Keith and Walter Recher

Marketing Committee – Walter Recher, Don Minichino, Chris Ryder, Dylan Miyoshi and Bill Dunkel

Events Committee – Marjorie Keith, Robert Zubrycki, Don Minichino, Walt Recher and Kerrie Mehalakes

Governance – The 4 officers will be the composition of the committee.

7. Approval of Policies Richard Weiss

8. Other Business: Nan Osborne

- The Authorities Budget Office ABO Board Training - required every three years

Register online at www.abo.ny.gov/training/onlinetraining.html

The next sessions are:

Wednesday, January 29, 2025 - 9:30 AM - 11:00 AM

Wednesday, February 19, 2025 - 9:30 AM - 11:00 AM

Friday, February 28, 2025 - 9:30 AM - 11:00 AM

Additional training dates will be posted as they are scheduled.

- Board of Directors Evaluation Forms/Conflict of Interest Forms

9. Marketing Committee Report – please see below
10. The Board discussed the extension of Kathleen Abels’ employment agreement, with Don Minichino leading the discussion. Following the review, the new Chair motioned for a vote, and the committee unanimously approved the employment extension.
11. **Other Business:** Kathleen Abels updated the Board on the ABO Board Training renewal process, required every three years. The Board also reviewed Evaluation and Conflict of Interest Forms, reminding members to submit them for compliance and transparency.
12. President’s Report – please see below
13. Adjournment: Don Minichino made a motion to adjourn. Marjorie Keith seconded the motion. Meeting was adjourned at 10:05 a.m.

Next Board meeting is Tuesday, March 11, 2025, from 9 a.m. to 10:30 am.

Marketing Committee Report – Walter Recher

 **Date:** January 14, 2025

PCEDC Marketing Committee

Walter Recher

Don Minichino

Dylan Myoshi

Chris Ryder

William Dunkel

Developments and Activities

- Marketing Chair Recher met with owner of new restaurant to open in Town of Kent at former Limni restaurant to discuss opportunities in the County
- Marketing Chair Recher met with Executive Director at Arts on the Lake to discuss potential business partnerships
- Member Chris Ryder and Marketing Chair Recher attended Guardian Revival year-end fundraiser and spoke with business leaders including Hudson Valley Credit Union about business opportunities and PCEDC events in 2025.

President's Report

 November 12, 2024 – January 13, 2025

Continued participating in quarterly Red-Carpet meetings. The next meeting is on January 22.

Continued bi-weekly, in person collaborations with Tourism.

Continued serving on Board of Directors for Town of Southeast Cultural Arts Coalition.

Sent out several site searches for Empire State Development.

FilmPutnam – continued working with Tourism and on attracting filmmaking to Putnam County. There has been discussion about creating a new website for FilmPutnam.

Continued working with contractor Alana Green of Alana Green Designs on our website. I will be meeting with her and with Nan Osborne on 01/20/25 to talk about more improvements and about boosting our social media.

Resumed interviewing candidates for our part-time Administrative Assistant opening. This position has been vacant since June 2024.

11/26/24 - On boarded new administrative assistant Nattakarn "Nan" Osborne, who is a Putnam Valley resident and who has extensive experience in photography, graphics and website design.

12/04/24 – attended quarterly, evening, in person meeting of HVRC in Newburgh.

12/09/24 – met with Tourism and Danielle Cylich at Tilly Foster Farm. Danielle assists George Whipple with Preserve Putnam. Preserve Putnam wants to play an active role in Rev 250, including having George be the celebrity voice of this initiative in Putnam County and possibly on Tourism's self-guided audio tour. Other national ideas include an essay contest and a themed Restaurant Week.

01/11/24 – Conference call with tourism and Jeremy Newberger of Iron Bound Films of Putnam Valley to discuss ways to attract more filmmakers to Putnam, including developing and publishing a list of filmmaking services available here, i.e., electricians, set builders, caterers, performing artists, makeup, wardrobe, etc.

12/12/24 – In person meeting with HVRC Executive Director, Carla Castilla, and the Chair of their Board, Bridget Gibbons, with Chair of the County Legislature, Paul Jonke, to discuss HVRC's accomplishments this calendar year and continued support from the IDA, the PCEDC and the County in 2025.

12/13/24 – In person Governance Committee Meeting at KW Realty in Mahopac.

12/16/24 – meeting with CEO David Gerhart and Heidi Davidson at Reelex (formerly Windings) at 39 Jon Barrett Road in Patterson. Reelex is a 31-employee, 55,000 sq ft. manufacturing, tool and machine company that produces tangle and twist-free packaging wire, cable and other filamentary products. They have approx. 9,100 available space on-site to expand their business and are looking for funding. Will be doing an "In the News" article on them for our website.

12/23/24 – One-on-one video meeting with Kelly Allegra, Governor Hochul's Upper Hudson Valley Regional Representative for Economic Development. Will circle back with her regarding Film Putnam (meeting legal responsibilities) and on navigating outside agency obstacles for the proposed Adirondack-style hotel on Fair Street in Patterson.

01/11/25 – Economic Development update with CE and new Chief of Staff, Dain Pascoello, Deputy CE Jim Burpoe, Commissioner of Planning Barbara Barosa, Bill Nulk (IDA) and Tara Keegan.

01/09/25 – Hosted semi-annual Leadership Meeting at Putnam Arts Council to bring together the Cornell Cooperative Extension, Chambers, IDA, PCBC, Tourism, Arts and History communities. New Chief of Staff Dain Pascoello attended on behalf of the CE.

01/13/24 – Call for Kelly Allegra seeking advice and assistance on setting up a meeting for elected officials, businesses, Chambers, EDC, IDA, Tourism, etc. regarding the State of the State and the Governor’s budget proposals for this year.

01/13/24 – Conference call with Town of Patterson Supervisor Rich Williams regarding the proposed Adirondack-style hotel on Fair Street. He will set up a meeting for me with the developer Peter Monteleone for later this month.