



**November 17, 2016
Meeting Minutes**

CALL TO ORDER– Chair Donna Draxler called the meeting to order at 9:00 AM in the STC conference room.

ATTENDANCE

Chemung County – Ted Bennett; Donna Draxler; Thomas Sweet; Thomas Tranter

Schuyler County – Phil Barnes; Judy McKinney Cherry; Tim O’Hearn; Kristin VanHorn

Steuben County – Amy Dlugos; James Johnson; Joe Hauryski; Steven Maio; Robert Nichols; Jack Wheeler

STC Staff – Marcia Weber; Susan Cratsley, Victoria Ehlen; Gabriel Holbrow; Brittany McKerlie; Chelsea Robertson

APPROVAL OF THE MINUTES – On a motion duly made (Bennett/Hauryski) and carried, the minutes of the October 20, 2016 meeting were approved.

COMMITTEE REPORT

1. **Audit Committee**

Abstract of Claims – the audit committee reviewed abstracts totaling \$9,008.54. On a motion duly made (Tranter/Johnson) and carried, the abstracts were approved.

2. **Budget and Personnel Committee**

a) **2017 STC Budget** - the Budget and Personnel Committee recommends approval of the proposed STC 2017 budget totaling \$1,148,938 (see attached). Marcia Weber noted that the total includes grant funds for which approval is pending. If STC receives the grant funds, an additional planner probably would need to be hired in 2017. She also reported that the fund balance has grown (information handed out at meeting). On a motion duly made (O’Hearn/Barnes) and carried, the 2017 budget was approved.

b) **Starting Salaries Update** – (handed out at the meeting) the committee approved starting salaries for STC staff based on a study of other organizations.

REGIONAL PROGRAM ACTIVITIES

1. **Meeting with NYS Department of State and Local Development Districts (LDDs)** – Kyle Wilber and George Korchowsky from the NYS Department of State and Ann Thane, Director of Local Government Services at DOS, met with LDD staff from STE, STC, and STW at STC to discuss Appalachian Regional Commission (ARC) issues and funding. STC is expected to receive the same amount of ARC funding for 2017 as it did in 2016, including funding for STC’s planning school.

2. **National Association of Development Organizations (NADO) Webinar on the 2016 Elections; Impact on Regional Development Organizations (RDO) and Local Governments** – STC staff participated in a webinar at which NADO legislative and advocacy staff provided a comprehensive analysis of the federal election results and what impact those results will have on the nation's RDOs.
3. **Other** – there was no other business.

OTHER BUSINESS

1. **Next Board Meeting** - the December board meeting will be cancelled. The next meeting will be on January 19, 2017.

ADJOURN – on a motion duly made (McKinney Cherry/Wheeler) and carried, the meeting adjourned at 9:30 AM.

Respectfully submitted,
Susan Cratsley
Executive Assistant