



Fulton, Montgomery, and Schoharie Counties Workforce Development Board, INC.

Wednesday, June 5, 2024
Raindancer

I. **Call of Meeting to Order:** The meeting was called to order at 4:45 P.M.

Welcome: Pamela Goldswor, Chair, welcomed everyone and thanked them for coming.

Board Members Present: Wendy Adams-Rosa, Donna Becker, Ashley Capobianco, Christie Davis, Pamela Goldswor, Laurie Ingleston, Angelia Kehl, Kathleen Kilmartin, Christopher Manus, Lani Pertell, Donna Pesta, Amy Rogers, Ken Rose, Jeffrey Stark, and Peter Stearns

Board Members Excused: Allene Monaghan, Jeannette Spaulding, Laurie Bargstedt

Absent: Kurt Davignon

Staff to the Board Present: Gina Papa, Kim Skiff, and Heather Pettit

Also Present: Mary Hill, Derek Langlois

II. **Election of the Executive Committee Members**

- **Resolution BY 2023-07-** Election of the Executive Committee Members for Board Year 2024-2025
 - Wendy Adams-Rosa for Chairperson – Donna Becker made the motion to accept; Kathleen Kilmartin seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried
 - Amy Rogers for Vice Chairperson- Angelia Kehl made the motion to accept; Christie Davis seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried

- Laurie Bargstedt for Secretary – Donna Becker made the motion to accept; Amy Rogers seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried
- Kathleen Kilmartin for Fulton County Member at Large – Pamela Goldswor made the motion to accept; Pete Stearns seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried
- Christie Davis for Montgomery County Member at Large – Laurie Ingleston made the motion to accept; Kathleen Kilmartin seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried
- Donna Pesta for Schoharie County Member at Large – Donna Becker made the motion to accept; Amy Rogers seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried

III. Report of The Committee

- **Resolution BY 2023-05** – Upon the recommendation of the Executive Committee, be it resolved that the FMS Workforce Development Board, Inc. accepts the revised Procurement Policy.
 - Pamela Goldswor made the motion to accept Resolution BY 2023-05; Donna Becker seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried

- **Resolution BY 2023-06** – Upon the recommendation of the Executive Committee, be it resolved that the FMS Workforce Development Board, Inc. accepts the BY 2024-2025 Short-Term, 3 Month Budget Plan, Beginning July 1, 2024, and ending September 30, 2024
 - Chris Manus made the motion to accept Resolution BY 2023-06; Ashley Capobianco seconded the motion.
 - Discussion: Gina explained that this is a budget we do to get us through the first 3 months of our fiscal year while we wait for the official numbers. This budget is based on close estimates. Once we get the official numbers in September – October, we will do a full year budget.
 - Vote: All were in favor
 - Motion Carried
- Pam provided a reminder from the Executive Committee that everyone is required to sign a Code of Conduct each year and to complete it before leaving the meeting.

IV. Report of Executive Director

- Gina stated her full quarterly report is in the meeting packet. Activities are broken out to match “Responsibilities” in the Job Description and Yearly Performance Evaluation. Board members can reach out with questions.

V. Transaction of Other Business

- **Resolution BY 2023-08** – Acceptance of the Minutes from March 6, 2024, Board Meeting
 - Donna Becker made the motion to accept Resolution BY 2023-08; Angelia Kehl seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried
- **Resolution BY 2023-09** - Acceptance of the Minutes from December 6, 2023, Board Meeting

- Lani Pertell made the motion to accept Resolution BY 2023-09; Pamela Goldswor seconded the motion.
 - Discussion: There was no discussion
 - Vote: All were in favor
 - Motion Carried
- Pamela thanked Andrea Fettinger for being on the Board for 18 years.
 - Pamela read off a certificate that will be presented to Andrea along with letting the board know there were flowers and a card also sent to Andrea thanking her for her dedication to the board and excellent attendance.
 - Andrea was the Chairperson of the Accountability and Return on Investments Committee; she reviewed RFPs and was not afraid to ask questions when needed.
 - Gina expressed thanks to Andrea. After being on the board for so long Andrea had a lot of knowledge about the board and shared that with Gina as she took over as Executive Director.
- Wendy thanked Pamela for being the former chairperson.
 - Wendy presented Pamela with a Certificate and an engraved gavel for being the board Chairperson from July 2021 – June 2024.
 - Gina thanked Pam for stepping into the role during a difficult time; rebounding from COVID, related challenges, the retirement of an Executive Director, and the subsequent hiring of a new Executive Director.

VI. Adjournment: The meeting was adjourned at 5:02 pm

- Next Committee Meeting is on Wednesday, September 18, 2024, at 4:00 Via Zoom.
- Next Board Meeting Wednesday, October 2, 2024, at 4:30 at our Amsterdam or Schoharie Center