Hudson Valley Regional Council
Executive Committee Meeting Minutes

Thursday, October 1, 2026
2:30 – 3:30 PM
Videoconference via Zoom

- **Call to Order:** At 2:32 PM, HVRC Board Chairwoman Bridget Gibbons called the meeting to order and provided information on how the meeting could be attended. HVRC Executive Director Carla Castillo initiated the roll call and confirmed that a quorum was present.

- **Executive Committee Meeting Schedule:** At 2:35 PM, Ms. Castillo led a discussion regarding the Executive Committee meeting schedule. The Committee agreed to recurring meetings on the first Thursday of each month from 2:00 PM to 3:00 PM, beginning with the November 5, 2026 meeting. Staff will issue recurring calendar invitations and will continue to evaluate the need for meetings on a month-by-month basis.

- **Financial Materials:** At 2:43 PM, Financial & Administrative Director Robin Sattin gave his report on the financial materials through August 31, 2026. Fieldwork for the 2025 audit was completed. The 2027 budget is under development and will be presented to the Executive Committee and Board in November. Cash and receivable balances remain healthy.

- **Grant Application Submission Review Form (GASRF):** At 2:52 PM, Deputy Executive Director Amanda Peçanha Hickey presented a Grant Application Submission Review Form for a potential New York State Department of State Countywide Resilience Implementation Strategy Program (CRISP) grant application. Committee members discussed the proposed project, the intended use of the GASRF process, consultant and administrative costs, county participation, and information necessary for Executive Committee review. Staff agreed to revisit the form and review process based on Committee feedback.

- **Resolution 10-2026:** At 3:11 PM, the Committee reviewed Resolution 10-2026 amending the Financial Policies and Procedures to authorize the Board Secretary to perform Treasurer approval functions when the Treasurer position is vacant or unavailable. Following discussion, Chairwoman Gibbons asked for a motion to approve and adopt the resolution.
    - **Motion:** Althema Goodson, Committee Staff for Appointments and Veterans, Seniors & Youth Committees, Westchester County
    - **Second:** Julie Noble, City of Kingston Sustainability Coordinator, Ulster County
    - **Vote:** Approved unanimously

- **Organizational Documents Update Committee:** At 3:21 PM, Ms. Castillo requested guidance regarding the authority of the Organizational Documents Update Committee. Following

discussion, the Committee agreed to continue providing recommendations directly to the Board for consideration and approval without an additional Executive Committee review step.

- **November HVRC Board Meeting:** At 3:29 PM, the Committee discussed the agenda for the November Board meeting and opportunities to increase board engagement and strategies to improve participation in future in-person meetings.

- **Public Comment:** At 3:34 PM, Chairwoman Gibbons opened the floor for public comment. No comments were received.

- **Adjournment:** At 3:34 PM, Chairwoman Gibbons asked for a motion to adjourn the meeting. The meeting was adjourned at 3:34PM.
    - **Motion:** Althema Goodson, Committee Staff for Appointments and Veterans, Seniors & Youth Committees, Westchester County
    - **Second:** Julie Noble, City of Kingston Sustainability Coordinator, Ulster County
    - **Vote:** approved unanimously.

Minutes submitted by Financial & Administrative Director, Robin Sattin.
Minutes reviewed and approved by Board Secretary, Julie Noble.

The official listing of attendees of the HVRC Executive Committee Meeting of October 1, 2026, appears on the following page.

Attendees of the HVRC Executive Committee Meeting of October 1, 2026

Quorum met: Yes.

Dennis Doyle, Ulster County Director of Planning 244 Fair St., Kingston, NY 12401 Bridget Gibbons, Westchester County Director of Economic Development 148 Martine Ave., White Plains, NY 10601 Althema Goodson, Westchester County Committee Staff for Appointments and Veterans, Seniors & Youth Committees 148 Martine Ave., 8th FL, White Plains, NY 10601	Julie Noble, Ulster County City of Kingston Sustainability Coordinator 467 Broadway, Kingston, NY 12401 Joshua Potosek, Sullivan County County Manager 600 Rt 55, Eldred, NY 12732

HVRC Staff Attending Remotely: Carla Castillo, Amanda Hickey, Robin Sattin