

**SARATOGA GAMING AND RACEWAY FOUNDATION, INC.
BOARD OF DIRECTORS**

MINUTES

July 10, 2007 at 11:30 a.m.

PRESENT AT MEETING: Chairperson Thomas Wood, Supervisor, Town of Saratoga; Secretary George “Skip” Carlson, Saratoga Gaming and Raceway; Treasurer Joanne Yepsen, Supervisor, City of Saratoga Springs; Director Philip C. Barrett, Chairman, Saratoga County Board of Supervisors and Mark Rider, Counsel to the Board

ABSENT FROM MEETING: Vice Chairperson George Karam, Saratoga Harness Horseperson’s Association, Inc.

1. Mr. Wood called the meeting to order.
2. **Motion made by Ms. Yepsen to accept the minutes of the November 21, 2006 meeting, seconded by Mr. Carlson was approved unanimously.**

3. **TREASURER’S REPORT**

Ms. Yepsen stated that the balance ending on June 29, 2007 is \$9,868.06; this is in a checking account with no service charge or interest. Mr. Wood asked Ms. Yepsen if we have written all the checks for our commitments for last year. There was one with the Prevention Council where we said we would give them the additional amount if they provided us with proof of matching it. Ms. Yepsen stated that they have not done that yet, to my knowledge. Mr. Wood asked if that was about \$3,500. Mr. Carlson stated that it was an additional \$3,834. Mr. Wood said that we did not give them any timeline on that but he is anticipating that the probability is they will have expended that money and will provide us proof of it so we can reimburse them back the difference. Mr. Carlson said that he would get in touch with the Prevention Council to get an update.

4. **ELECTION OF OFFICERS**

Mr. Wood opened the floor up for nominations for the office of Chairperson.

Motion made by Ms. Yepsen to nominate Tom Wood to repeat his role as Chairperson. Mr. Wood asked if there were any other nomination, there were none. Motion was seconded by Mr. Carlson. Motion was passed unanimously.

Motion made by Mr. Wood to nominate George Karam as Vice President, seconded by Ms. Yepsen. Motion was passed unanimously.

Motion made by Ms. Yepsen to nominate George Carlson as Secretary, seconded by Mr. Wood. Motion was passed unanimously.

Motion made by Mr. Wood to nominate Joanne Yepsen as Treasurer, seconded by Mr. Carlson. Motion was passed unanimously.

5. REVIEW AND EVALUATION OF LAST YEAR'S PROCEDURES AND AWARDS

Mr. Wood stated that the Foundation spent a very productive year last year doing a review of the application and setting the time frames. Mr. Wood said that he thinks that the level of job that we did based on the number of applications that were received would be an indicator that we did a pretty good job of getting the information out to the public. Mr. Wood also stated that we did a good job on our decision making process to screen the applications, he felt very comfortable with the selections that we made. Mr. Wood asked if there was any that we should improve upon. Mr. Carlson stated that he thinks we have a good template for how we did it last year, he liked the presentation of the awards at the Board Meeting, and we received a lot of publicity for the organization. Mr. Carlson said that he thinks the hardest thing we are going to do this year is make sure that we get a sizable donation from the Horsemen. The track is going to give \$25,000 and the Horsemen gave us \$5,000 last year, plus an additional \$5,000. Mr. Carlson said that \$15,000 maybe would be an appropriate gift from them so that we would have \$40,000 to distribute and we should keep \$5,000 to \$7,000 in case there is somebody that needs a \$1,000 on an emergency basis. Ms. Yepsen stated that she thinks having Mr. Karam on the Agenda for the next meeting would be a good cultivation step to get the \$15,000 and for him to hear from the organization about how that money is being spent.

Ms. Yepsen asked when are last year's recipients accountable to report to us? Mr. Wood said that he sent out a letter last September asking for an update but we could do that any time. If our decision is to send out a request for a progress report in the next week or so, we might have those back for our next meeting. This would serve as the basis for further evaluation of how we did at giving out the awards, how useful the awards were and what was achieved because of the awards. Mr. Carlson stated that he thinks that is a good idea; just looking back, we had 32 applications in 2005 and last year it almost doubled at 58.

Mr. Wood stated that he would work with Diane on getting out those letters.

Mr. Wood asked if there were any other thoughts or comments regarding last year's procedures and programs. Mr. Carlson stated that he thinks we need the same person doing publicity. Mr. Wood agreed stating that it was well done. Ms. Yepsen said that she thinks the timeline that we set ourselves was good, because it gave everybody enough time to get back to us with questions and enough time for us to read through and discuss. She recommends that we follow the same timeline.

6. WEB PAGE REVIEW

Mr. Wood said that he talked with SPA Net this morning to review things; he referred to the copy of the webpage that he passed out at the beginning of the meeting. Mr. Wood stated that for the most part, it looks good; we will have to add Phil Barrett's name and address.

Ms. Yepsen said that the question most frequently asked last year was from organizations that have a regional presence, they have an office and services in Saratoga County but they

were calling from their Glens Falls Office. Ms. Yepsen said that she thinks we should set some guidelines for them. We accepted their applications and took that into consideration when we were making our decision. Ms. Yepsen thinks that perhaps we should address this before the question comes up, it might even go under #2 on the website just to clarify it. Mr. Carlson agreed, stating that we need to tighten that up. Mr. Carlson stated that he thinks the organizations need a physical presence here, for instance the folks who do the problem gambling actually have an office in Saratoga now. Ms. Yepsen said that doing it case by case is not appropriate either, but they are clearly eligible. Mr. Carlson said that of the things they must have, is an office that operates part of their organization out of Saratoga County. Mr. Barrett asked if they had to have a physical presence, an address. Mr. Carlson said yes, a physical presence. Mr. Carlson stated that we do not want people just renting an office or P.O. Box. Ms. Yepsen stated that this did happen with an organization that is regional, they have a Glens Falls Office but the person applying works out of his home, which is a Saratoga address. He used his home office address to make it look as if he was located in Saratoga. Ms. Yepsen stated that we caught this ahead of time. Mr. Barrett said that it is going to take some due diligence on our part. Mr. Rider asked if this should be put in, or should we just have an unwritten policy? Especially if you have two organizations somewhat competing, they serve the same people, you have one that is present in the county and one that is not. You may have something in Albany that does service people from the County that doesn't have an office here but it is a recipient group that you want to service, so you don't want to necessarily want to write them off, either. Ms. Yepsen said that we should probably change the word located on #2. Mr. Carlson said that we could be either located or serving clients in Saratoga County. Mr. Rider said that they should have a service location. Ms. Yepsen stated that they could not use their home address because they would not be servicing clients from there. Mr. Wood said that maybe at the next meeting we should have the wording and the timeline for the website.

Mr. Wood asked Ms. Yepsen if she had the timeline from last year. Ms. Yepsen said that there is a timeline on the website which states that: requests will be processed once a year in the fall is follows: the deadline for requests is November 1st, and we should add when we start accepting application and when do we stop accepting. Mr. Carlson said that we should add that applications are will be accepted starting September 15 and the deadline is November 1. Ms. Yepsen said that she believed that we met around November 15 last year and sent the letters out and then in the December board meeting recognized them. Mr. Wood suggested that we say that applications will be accepted beginning September 15. Mr. Carlson added that the notification will be December 1 and the funds will be distributed by the end of December.

Mr. Wood said that we should finalize point #2 on the front page, regarding where applicant organizations must be located in Saratoga County. Mr. Barrett suggested that we leave #2 the way it is and put an asterisk with what we want to add. Mr. Wood said that he would email change to everyone before I send it to Spa Net.

7. INCOME TAX REPORT

Mr. Carlson stated that we have an extension until August 15; the same folks that do our accounting for us are going to do this, Alexander W. Cruden & Co. They asked me if I could get the checkbook and some statements and they are going to create a general ledger for me and then we need two officers to sign the state and one to sign the federal return. Mr. Carlson said that he would get the information to them today and they will have the

return prepared. Mr. Carlson said that he will let everyone know when the returns are ready for signatures and that he would like to have them sent in by August 1. Mr. Carlson stated that we do not have to pay taxes; it is just a formality that we file.

8. GRANT APPLICATION FORM

Mr. Wood asked if everyone could look this form over and we can discuss any changes at the next meeting.

9. REVENUE FOR THIS YEAR

Mr. Wood asked Mr. Carlson what our anticipated revenues. Mr. Carlson stated \$25,000 from Saratoga Gaming and Raceway and he is hopeful that we can get the Horseman to contribute \$15,000. Mr. Wood stated that we would be looking to distribute about \$40,000 as we did last year and then the balance in our checkbook serves as a little cushion that we have, if other special things come up.

Mr. Wood asked if there was any other business. Ms. Yepsen said that she had one other thought on the fund application or the website, and that many people asked about how much they should ask for. Ms. Yepsen asked if we should give a range. Mr. Rider said that we say historically look at what the history is. Ms. Yepsen stated that we should put that on our website showing what we gave last year. Mr. Carlson agreed saying that last year we \$660,000 in requests. Mr. Barrett suggested that we put the amount we awarded last year to the amount of organizations and we envision having the same amount of money to award this year. Ms. Yepsen suggested that we add that preference will be given to organizations offering problem gambling services. Mr. Wood said that he likes the suggestion to put on the website all those organizations that received the grants last year and he will have this information added to the website.

Mr. Wood said that we should probably get together in August because we want to finalize the Award Application we will be saying by September 15 we will begin accepting applications. Mr. Carlson said that we put the Press Release out right after Labor Day last year.

Motion made by Mr. Wood to adjourn meeting, seconded by Mr. Carlson.

NEXT MEETING IS SCHEDULED FOR 8/27/07 AT 1:00