

**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
OTSEGO COUNTY CAPITAL RESOURCE CORPORATION**

**AUDIT & FINANCE COMMITTEE
JANUARY 8TH, 2026
MEETING MINUTES**

CALL TO ORDER

The COIDA and OCCRC's joint Audit & Finance Committee meeting was called to order at 8:01 am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Committee members present included:

Andrew Marietta (v)*

Jeffrey Lord

Patricia Kennedy (v)

Craig Gelbsman

Also, in attendance:

BOARD

Cheryl Robinson (v)

Tim Johnson (v)

David Rowley

Blake Elliot (v)

STAFF

Jody Zakrevsky, CEO

Terel Marshburn, **Economic Development Director**

Meaghan Remillard, **Director of Finance and Administration**

Jordan Allen, **Administrative Assistant**

GUEST

Jason Tabor, **Principal Financial Network**

(v) – virtual

* - arrived after start of meeting

INTRODUCTION OF JASON TABOR OF PRINCIPAL

Jason gave a brief discussion about the SIMPLE IRA Plan that is being set up for staff. He stated that there will be no significant impact to the budget but to closely monitor.

REVIEW OF FINANCIALS

D. Rowley suggested that under the section “Other Operating Revenue” in the YTD budget, change the line item “Miscellaneous”. M. Remillard clarified the two items in that line were the land sales. She will create a new line item for Sale of Property.

NEW AND UNFINISHED BUSINESS

Hired New Accountant – M. Remillard explained there was no Profit & Loss and balance sheet in the packet because she met with the new accountant Brittany from Evermore Accounting yesterday. M. Remillard stated that Brittany is working on December’s reconciliation reports and will be sent out to the board when finished.

ADJOURNMENT

There being no further business to discuss, the Audit & Finance committee meeting was adjourned at 8:16 am.

UPCOMING MEETING SCHEDULE

The next Audit & Finance Committee meeting is February 5, 2026.