

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

**AUDIT & FINANCE COMMITTEE  
JUNE 8<sup>TH</sup>, 2023  
MEETING MINUTES**

**CALL TO ORDER**

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

Jeffrey Lord	David Rowley
Tom Armao	Patricia Kennedy
Cheryl Robinson	Andrew Marietta*
James Seward*	

Absent Member(s): Jeffery Joyner, Craig Gelbsman

Also, in attendance:

**STAFF**

Jody Zakrevsky, **CEO**  
Tammy Graves, **Marketing Coordinator**  
Nasim Vargha, **Administrative Assistant**  
Victoria Spina, **Marketing Intern**

\* - arrived after the start of the meeting

**CHAIR'S COMMENTS**

J. Lord, Chair of the Audit & Finance Committee moved immediately onto the agenda.

**MEETING MINUTES**

J. Lord requested a motion to approve the meeting minutes from the May 11<sup>th</sup> Audit & Finance Committee meeting. Members were given the draft minutes prior to the meeting for review. There being no corrections, D. Rowley made a motion to approve the meeting minutes. T. Armao seconded the motion, and it was approved by remaining members.

**PAYMENT OF BILLS**

J. Lord reviewed the bills and deposits made since the May Audit & Finance committee meeting. Committee members received a report of the expenses and deposits prior to the meeting to review. Most of the bills presented were normal operating expenses for the agency. Regarding the deposits, D. Rowley

asked how many more months Burr Trucking will be paying rent and J. Zakrevsky replied that they will be paying rent until April 2024.

There being no further questions about the bills, C. Robinson made a motion to approve the payment of bills. D. Rowley seconded the motion, and it was approved by the remaining members.

### **REVIEW OF FINANCIALS**

J. Zakrevsky reviewed the YTD budget and reported that the agency has a net income of \$331,000. He also noted that James Stevenson has decided to terminate his office lease at 189 Main Street at the end of June 2023.

### **NEW AND UNFINISHED BUSINESS**

There was no New/Unfinished Business for this meeting.

### **ADJOURNMENT**

There being no further business to discuss, D. Rowley made a motion to adjourn the Audit & Finance committee meeting at 8:05am.

### **UPCOMING MEETING SCHEDULE**

The next Audit & Finance Committee meeting is July 13<sup>th</sup>, 2023 at 8:00am.