

**OTSEGO COUNTY CAPITAL RESOURCE CORPORATION  
DECEMBER 28<sup>th</sup>, 2023**

**MEETING MINUTES**

**CALL TO ORDER**

Chair, C. Robinson called to order the meeting of the OCCRC at 8:16am. M. Marino conducted roll call and determined there was a quorum. Voting members present included:

Cheryl Robinson  
Tom Armao  
Andrew Marietta

David Rowley  
Patricia Kennedy  
James Seward

Absent Board Member(s): Craig Gelbsman, Jeffrey Lord

Also, in attendance:

**STAFF**

Jody Zakrevsky, **CEO**  
Meaghan Marino, **Director of Finance and Administration**  
Nasim Vargha, **Administrative Assistant**  
Kurt Schulte, **Agency Counsel (v)**  
Joseph Scott, **Bond Counsel (v)**

(v) – virtual

**CHAIR’S REMARKS**

C. Robinson moved immediately into the agenda.

**MEETING MINUTES**

C. Robinson presented the meeting minutes from the October 26<sup>th</sup> OCCRC board meeting. Board members were given a copy of the minutes prior to the meeting for review.

T. Armao made a motion to approve the meeting minutes. The motion was seconded by D. Rowley, and it was approved by the remaining members present.

**BILLS TO BE PAID**

There were no bills to be paid at this meeting.

## COMMITTEE REPORTS

- ❖ Audit & Finance – The Audit & Finance Committee meeting was held on December 14<sup>th</sup>, 2023. Please refer to the December 28<sup>th</sup> COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Audit & Finance Committee meeting.
- ❖ Governance Committee – The Governance Committee meeting was held on December 14<sup>th</sup>, 2023.
- ❖ Projects Committee – The Projects Committee meeting was held on December 14<sup>th</sup>, 2023. Please refer to the December 28<sup>th</sup> COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Projects Committee meeting.

## NEW BUSINESS / UNFINISHED BUSINESS

New CDs: M. Marino explained that two new CDs were opened, one for \$350,000 from the OCCRC checking account and one for \$250,000 from the IDA checking account.

## RESOLUTIONS

There were no Resolutions for this meeting.

## EXECUTIVE SESSION

C. Robinson made a motion to enter executive session with board members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, for the following reasons: To discuss personnel and salary. A. Marietta seconded the motion, and it was approved by all board members present. The board entered executive session at 8:17am.

The board exited executive session at 8:32am and no action was taken.

## ADJOURNMENT

There being no further business to discuss D. Rowley made a motion to adjourn the meeting at 8:32am.

## UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting/Governance Committee Meeting– January 11<sup>th</sup>, 2024
- COIDA/OCCRC Board Meeting – January 25<sup>th</sup>, 2024

**\*All meetings are held at the Otsego Now offices at 189 Main Street, Oneonta. NY. 13820, unless otherwise specified.**