

**OTSEGO COUNTY CAPITAL RESOURCE CORPORATION**  
**APRIL 25<sup>th</sup>, 2024**

**MEETING MINUTES**

**CALL TO ORDER**

Chair, C. Robinson called to order the meeting of the OCCRC at 8:35am. M. Remillard conducted roll call and determined there was a quorum. Voting members present included:

Cheryl Robinson  
Jeffrey Lord  
Andrew Marietta

David Rowley  
Patricia Kennedy  
James Seward

Absent Board Member(s): Tom Armao, Craig Gelbsman

Also, in attendance:

**STAFF**

Jody Zakrevsky, **CEO**  
Meaghan Remillard, **Director of Finance and Administration**  
Nasim Vargha, **Administrative Assistant**  
Kurt Schulte, **Agency Counsel (v)\*\***

**GUESTS:**

Chip Holmes, **City of Oneonta Resident**  
Luisa Montanti, **City of Oneonta Resident**

(v) – virtual

\*\* - left before end of meeting

**CHAIR'S REMARKS**

C. Robinson moved immediately into the agenda.

**MEETING MINUTES**

C. Robinson presented the meeting minutes from the March 28<sup>th</sup> OCCRC board meeting. Board members were given a copy of the minutes prior to the meeting for review.

D. Rowley made a motion to approve the meeting minutes. The motion was seconded by P. Kennedy and approved by the remaining members present.

**COMMITTEE REPORTS**

- ❖ Audit & Finance – The Audit & Finance Committee meeting was held on April 11<sup>th</sup>, 2024. Please refer to the April 25<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 April 11<sup>th</sup>, 2024.
- ❖ Projects Committee – The Projects Committee meeting was held on April 11<sup>th</sup>, 2024. Please refer to the April 25<sup>th</sup> COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Projects Committee meeting.

## **NEW BUSINESS / UNFINISHED BUSINESS**

There was no New/Unfinished Business for this meeting.

## **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. D. Rowley seconded the motion, and it was approved by all board members present. The board entered executive session at 8:36am.

J. Lord made a motion to exit executive session at 9:19 am. The motion was seconded by A. Marietta and approved by the remaining members present. No action was taken.

## **ADJOURNMENT**

There being no further business to discuss A. Marietta made a motion to adjourn the meeting at 9:19 am.

## **UPCOMING MEETING SCHEDULE**

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting – **May 9<sup>th</sup>, 2024**
- COIDA/OCCRC Board Meeting – **May 23<sup>rd</sup>, 2024**

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