

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

**GOVERNANCE COMMITTEE
AUGUST 8TH, 2024
MEETING MINUTES**

CALL TO ORDER

The COIDA and OCCRC's joint Governance Committee meeting was called to order at 8:40 am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members present included:

David Rowley

Cheryl Robinson

Andrew Marietta

Tom Armao

Also, in attendance:

BOARD:

Jeffrey Lord (v)

Craig Gelbsman (v)

STAFF

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

Jordan Allen, **Administrative Assistant**

Kurt Schulte, **Agency Counsel (v)**

GUESTS:

Larry Frigault, **Town of Richfield (v)**

(v) – virtual

CHAIR'S COMMENTS

Governance Committee Chair, Andrew Marietta, moved immediately into the agenda.

NEW / UNFINISHED BUSINESS

Vacation for part – time employees: A.Marietta noted that small organizations tend to use pro rating for paid time off. C. Gelbsman agrees, with his part time employees he calculates the number of hours worked to determine holiday, vacation, and sick time. J. Lord proposed to check with other IDA's for further recommendation.

EXECUTIVE SESSION

C. Robinson made a motion to enter executive session with committee members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:45 am for the following reasons: To discuss proposed acquisition, sale, or lease of property. The motion was seconded by D. Rowley and approved by all committee members present. The committee entered executive session at 8:46 am.

There was no action taken in executive session.

A. Marietta made a motion to enter back into public session; C. Robinson seconded, and all members approved. The committee exited executive session at 9:25 am and the meeting adjourned.

ADJOURNMENT

There being no further business to discuss, the Governance Committee meeting was adjourned at 9:25 am.

UPCOMING MEETING SCHEDULE

The next Governance Committee meeting will be held on December 12th, 2024 at 8:00am.