

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

**AUDIT & FINANCE COMMITTEE  
JULY 13<sup>TH</sup>, 2023  
MEETING MINUTES**

**CALL TO ORDER**

The COIDA and OCCRC's joint Audit & Finance Committee meeting was called to order at 8:02am 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	James Seward (v)

Absent Member(s): Craig Gelbsman, Andrew Marietta

Also, in attendance:

**STAFF**

Jody Zakrevsky, **CEO**  
Meaghan Marino, **Director of Finance and Administration**  
Tammy Graves, **Marketing Coordinator**  
Kurt Schulte, **Agency Counsel \***  
Nasim Vargha, **Administrative Assistant**  
Victoria Spina, **Marketing Intern**

(v) – virtual and did not count toward the voting quorum

\* - arrived after start of 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 June 8<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. C. Robinson seconded the motion, and it was approved by remaining members.

## **PAYMENT OF BILLS**

J. Lord reviewed the bills and deposits made since the June 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. J. Lord noted that the bill for \$12,250 was for consulting services for the Richfield Springs project. J. Zakrevsky reported that we have received the first payment from Foothills Performing Arts Center. M. Marino explained that IOXUS has not paid rent for June or July yet. She also noted that she is negotiating with someone who is interested in leasing office space.

There being no questions about the bills, T. Armao 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 is in a good financial state right now.

## **NEW AND UNFINISHED BUSINESS**

**IGA Committee Presentation:** J. Zakrevsky explained that he gave a presentation to the County's IGA committee and requested an additional \$200,000 in general assistance. The County will discuss the issue in August.

## **ADJOURNMENT**

There being no further business to discuss, D. Rowley made a motion to adjourn the Audit & Finance committee meeting at 8:06am.

## **UPCOMING MEETING SCHEDULE**

The next Audit & Finance Committee meeting is August 10<sup>th</sup>, 2023 at 8:00am.