

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

**AUDIT & FINANCE COMMITTEE
AUGUST 10TH, 2023
MEETING MINUTES**

CALL TO ORDER

The COIDA and OCCRC's joint Audit & Finance Committee meeting was called to order at 8:00am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members present included:

David Rowley
Cheryl Robinson

Tom Armao
James Seward (v)

Absent Member(s): Craig Gelbsman, Andrew Marietta, Jeffrey Lord, Patricia Kennedy

Also, in attendance:

STAFF

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

GUESTS

Troy Turley, **Apple Converting**

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

CHAIR'S COMMENTS

J. Lord, Chair of the Audit & Finance Committee, was absent so C. Robinson moved immediately into the agenda.

MEETING MINUTES

C. Robinson noted that, due to a lack of quorum, the July 13th meeting minutes could not be approved.

PAYMENT OF BILLS

C. Robinson reviewed the bills and deposits made since the July 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. Due to a lack of quorum, the payment of bills outside of normal operating expenses could not be approved.

REVIEW OF FINANCIALS

J. Zakrevsky reviewed the agency's financials and reported that invoices for annual PILOT and bond fees have been sent out.

NEW AND UNFINISHED BUSINESS

2024 County Budget Request: J. Zakrevsky reported that he has been working on the 2024 County budget request. He noted that the range given by the County was based on the allocation given out this year, rather than past years.

PARIS Report Annual Budget: J. Zakrevsky explained that the PARIS Report annual budget is due by October 1st and is expected to be completed on time.

ADJOURNMENT

There being no further business to discuss, the Audit & Finance committee meeting was adjourned at 8:05am.

UPCOMING MEETING SCHEDULE

The next Audit & Finance Committee meeting is September 14th, 2023 at 8:00am.