

# COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY

DECEMBER 5<sup>th</sup>, 2024

## MEETING MINUTES

### CALL TO ORDER

Chair, C. Robinson, called to order the meeting of COIDA at 8:23 am. M. Remillard conducted roll call and determined there was a quorum. Voting members present included:

Cheryl Robinson  
Jeffrey Lord (v)  
Craig Gelbsman  
Tim Johnson

David Rowley  
Andrew Marietta (v)  
Tom Armao

Absent Board Member(s): Patricia Kennedy

Also, in attendance:

#### STAFF

Jody Zakrevsky, **CEO**  
Meaghan Remillard, **Dir. of Finance and Administration**  
Jordan Allen, **Administrative Assistant**

(v) – virtual

### CHAIR'S REMARKS

Chair, C. Robinson, welcomed fellow board members and staff to the December meetings, moving immediately onto the agenda.

### MEETING MINUTES

C. Robinson presented the meeting minutes from the October 24, 2024, COIDA board meeting and November 14<sup>th</sup> Audit & Finance Committee Meeting Minutes and Project Committee Meeting Minutes. Board members were given a copy of the minutes prior to the meeting for review.

C. Robinson made a motion to approve the October 24<sup>th</sup> Board minutes. The motion was seconded by T. Armao and was approved by the remaining members present.

## **COMMITTEE REPORTS**

- Audit & Finance – The Audit & Finance Committee meeting was held on November 14<sup>th</sup>, 2024. Audit & Finance Committee Chair J. Lord let the draft minutes stand as the report.
- Governance Committee – The Governance Committee meeting was held just prior to the December board meeting on December 5<sup>th</sup>, 2024. Minutes from this meeting will be forthcoming.
- Projects Committee – The Projects Committee meeting was held on November 14<sup>th</sup>, 2024.

## **BILLS & COMMUNICATIONS**

M. Remillard noted the usual bills along with several tax payments from Advanced Biotech and Corning. Worms Waste Not is moving out January, they gave November and December rent ahead of time.

C. Robinson made a motion to approve the payment of bills. T. Armao seconded the motion, and it was approved by the remaining members.

## **NEW BUSINESS / UNFINISHED BUSINESS**

There were no New/Unfinished business for this meeting.

## **RESOLUTIONS**

There were no Resolutions for this meeting.

## **PUBLIC COMMENT**

There were no Public Comments for this meeting.

## **ADJOURNMENT**

C. Robinson made a motion to adjourn the meeting of the IDA board at 8:26 am.

## **UPCOMING MEETING SCHEDULE**

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting/Governance Committee Meeting – **January 9<sup>th</sup>, 2025**
- COIDA/OCCRC Board Meeting – **January 23<sup>rd</sup>, 2025**

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