

**OTSEGO COUNTY CAPITAL RESOURCE CORPORATION  
OCTOBER 26<sup>th</sup>, 2023**

**MEETING MINUTES**

**CALL TO ORDER**

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

Cheryl Robinson  
Tom Armao  
Andrew Marietta

David Rowley  
Jeffrey Lord  
Craig Gelbsman

Absent Board Member(s): James Seward, Patricia Kennedy

Also, in attendance:

**STAFF**

Jody Zakrevsky, **CEO**  
Meaghan Marino, **Director of Finance and Administration**  
Nasim Vargha, **Administrative Assistant**  
Kurt Schulte, **Agency Counsel (v)**  
Joseph Scott, **Bond Counsel (v)**

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

**CHAIR’S REMARKS**

C. Robinson moved immediately into the agenda.

**MEETING MINUTES**

C. Robinson presented the meeting minutes from the July 27<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 J. Lord, and it was approved by the remaining members present.

**BILLS TO BE PAID**

There were no bills to be paid at this meeting.

## COMMITTEE REPORTS

- ❖ Audit & Finance – The Audit & Finance Committee meeting was held on October 12<sup>th</sup>, 2023. Please refer to the October 26<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 August 10<sup>th</sup>, 2023.
- ❖ Projects Committee – The Projects Committee meeting was held on October 12<sup>th</sup>, 2023. Please refer to the October 26<sup>th</sup> COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Projects Committee meeting.

## NEW BUSINESS / UNFINISHED BUSINESS

**Adoption of 2024 OCCRC Budget:** D. Rowley made a motion to approve the 2024 OCCRC budget. The motion was seconded by T. Armao, and approved by the remaining board members.

## RESOLUTIONS

There were no Resolutions for this meeting.

## ADJOURNMENT

There being no further business to discuss D. Rowley made a motion to adjourn the meeting at 8:24am.

## UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting/Governance Committee Meeting– November 9<sup>th</sup>, 2023
- COIDA/OCCRC Board Meeting – TBD

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