

**COIDA/OCCRC/LDC Annual Meeting**  
**February 22, 2024**  
**8:00 A.M.**

**Cheryl Robinson, Chair • David Rowley, Vice Chair • Jeffrey Lord, Treasurer • Tom Armao, Secretary • Craig Gelbsman • Patricia Kennedy • Andrew Marietta • James Seward**

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

- Chair's Comments
- Committee/Board Meeting Requirements
- Reorganization of Agency:

1. Confirmation of Agency Board Meeting Schedule

4th Thursday of every month, at 8:00am

2. Election of Officers of the Agency

Chair:  
Vice Chair:  
Treasurer:  
Secretary:

3. Appointment of Chief Executive Officer and Agency Staff

Jody Zakrevsky, Chief Executive Officer  
Meaghan Marino, Director of Finance and Administration  
Nasim Vargha, Administrative Assistant

4. Appointment of Auditing Firm Regarding Preparation of Financial Statements

Mostert, Manzanero, & Scott, LLP.

5. Appointment of Agency Counsel

Kurt D. Schulte, Esq.

6. Appointment of Bond Counsel to the Agency

Hodgson Russ, LLP.

7. Appointment of Bank of the Agency and Accounts

Community Bank, NA. – IDA Checking Account  
Community Bank, NA. – CRC Checking Account  
Community Bank, NA. – LDC Checking Account  
Community Bank, NA. – CD Account (IDA)  
Community Bank, NA. – CD Account (CRC)  
Community Bank, NA. – MMDA  
NBT Bank – MMDA  
NBT Bank – CD Account (IDA)

8. Approval and Confirmation of Agency Policies

Uniform Tax Exemption Policy  
Investment Policy  
Procurement Policy  
Public Authority Accountability Act Policies

9. Appointment of Contract Officer

Jody Zakrevsky, Chief Executive Officer

10. Appointment of Investment Officer

Jeffrey C. Lord, Treasurer

11. Audit and Finance Committee

Chair:  
Vice Chair:  
Member:  
Member:

12. Project Oversight Committee

Chair:  
Vice Chair:  
Member:  
Member:

13. Governance Committee

Chair:  
Vice Chair:  
Member:  
Member:

14. Designation of Newspaper

The Oneonta Daily Star

15. Agency Mission Statement

Assist in the enhancement and diversity of the economy of the County of Otsego (the “County”) by acting in support of projects in the County that create and/or retain jobs and/or promote private sector investment utilizing the statutory powers of the Agency as set forth under the provisions of the laws of the State of New York.