

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

**GOVERNANCE COMMITTEE  
JANUARY 10, 2019  
MEETING MINUTES**

**CALL TO ORDER**

The COIDA's and OCCRC's joint Audit & Finance Committee meeting was called to order at 8:30am at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, New York. Committee members present were:

Jeffrey Lord  
Patricia Kennedy  
Jeffery Joyner  
Andrew Marietta

Craig Gelbsman  
Tom Armao  
Cheryl Robinson

Also, in attendance:

**STAFF**

Jody Zakrevsky, CEO  
Meaghan Marino, Director of Finance and Administration  
Kurt Schulte, Agency Counsel

**CHAIRMAN'S COMMENTS**

Governance Committee Chairman, Richmond Hulse Jr., was absent from the meeting. As such, J. Lord moved immediately into the agenda.

**MEETING MINUTES**

J. Lord requested a motion to approve the December COIDA/OCCRC Governance Committee minutes. Board members were given a draft copy of the minutes prior to the meeting for review. J. Joyner made a motion to approve the meeting minutes. P. Kennedy seconded, and the motion was approved by remaining board members.

**NEW / UNFINISHED BUSINESS**

- 2019 Appointment – The IDA/CRC boards are still short one member after the departure of Sarah Harvey in 2018. A. Marietta advised that David Bliss, County Chairman, sent the resume of David Rowley to the rest of the County Board. T. Armao had suggested David Rowley earlier in the year to the board. Because the County Board chooses IDA/CRC board members, J. Zakrevsky forwarded David's resume to David Bliss. J. Zakrevsky advised that he had another suggestion; Peyton Carter, Trustee for the Village of Richfield Springs. David Bliss suggested that the

board should have representation from the Northern-area of the County. Board members requested that resumes for both men be sent out to the board. C. Robinson questioned what “skill set” we are looking for in a new member? J. Zakrevsky advised that, ideally, he would like someone with construction/engineering experience, to replace the skill set we lost with Sarah Harvey. He would also like to encourage females or minorities to join to further diversify the board. He welcomed suggestions for other potential IDA/CRC board members that could be passed on to the County Board.

- J. Zakrevsky explained that he took part in a Sexual Harassment Prevention Course held in the Otsego Now offices. Starting in 2019, all employees/managers must receive yearly training on sexual harassment prevention in the workplace. A brief discussion ensued on the various types of trainings and how to administer yearly courses to employees.

## **ADJOURNMENT**

There being no further business to discuss J. Joyner made a motion to adjourn the Governance Committee meeting at 8:51am. C. Robinson seconded the motion and it was approved by remaining members.

## **UPCOMING MEETING SCHEDULE**

The next Governance Committee meeting will be on April 11, 2019 at 8:00am.