

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

**GOVERNANCE COMMITTEE
APRIL 11, 2019
MEETING MINUTES**

CALL TO ORDER

The COIDA's and OCCRC's joint Governance Committee meeting was called to order at 8:35am at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, New York. Committee members present were:

Jeffrey Lord
Jeffery Joyner
Tom Armao

Patricia Kennedy
Cheryl Robinson
David Rowley

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.

NEW / UNFINISHED BUSINESS

- Additional Staff for Agency – With the IDA's three priority projects and two full-time staff members, J. Zakrevsky again brought up the idea of hiring an additional staff person. He mentioned Cooperstown Distillery's grant pre-application and that it would be something he would task another staff person with so that he could focus on priority projects. There was a brief discussion over the type of staff person that would be brought on, as a grant writer position would be different than a project manager position. Ultimately, the position title was not determined, but J. Zakrevsky advised that he will look at all potential positions, see what work needs to be done, and see what skill sets would benefit the agency most.
- County Financial Support – The conversation over new staff led to a discussion on the County's budget and whether program income will be allocated to the IDA in 2020. In 2019, the County allocated \$75,000 to the IDA for general operating support, but J. Zakrevsky is hoping to increase that amount next year. Board members suggested that J. Zakrevsky present to the County board/Oversight Committee on what our clear objectives are for 2020, what we will do with the additional revenue to the agency, and what they can expect at the end of the year.

Several board members expressed interest in attending the presentation to help lay out the goals of the IDA.

ADJOURNMENT

There being no further business to discuss J. Joyner made a motion to adjourn the Governance Committee meeting at 8:41am. C. Robinson seconded the motion and it was approved by remaining members.

UPCOMING MEETING SCHEDULE

The next Governance Committee meeting will be on May 9, 2019 at 8:00am.