

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

**GOVERNANCE COMMITTEE
AUGUST 8, 2019
MEETING MINUTES**

CALL TO ORDER

The COIDA and OCCRC's joint Governance Committee meeting was called to order at 8:48am at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, New York. Committee members present were:

Jeffrey Lord
Craig Gelbsman

Patricia Kennedy
David Rowley

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Director of Finance and Administration**
Aron Zhang, **Intern**

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** – J. Zakrevsky provided committee members with a job description for the position he would like to create in the agency; economic development analyst. He advised that until the 2020 budget is complete, no action would be taken on hiring additional staff.
- **Chairman** – P. Kennedy brought up the fact that the IDA Chairman has been absent from meetings for several months. She reminded committee members that it is the responsibility of the Chair to lead the board, and if he can't make that commitment then he should consider stepping down from the position. She went on to say that she values Rick as a board member and understands that he has a busy schedule, but feels that either the Vice Chair, or fellow board member, should have a conversation about his involvement in board activities. She also brought up the possibility of him attending meetings via Zoom or Skype.

ADJOURNMENT

There being no further business to discuss D. Rowley made a motion to adjourn the Governance Committee meeting at 9:10am. J. Lord seconded the motion and it was approved by remaining members.

UPCOMING MEETING SCHEDULE

The next Governance Committee meeting will be on December 12th, 2019 at 8:00am.