

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

**GOVERNANCE COMMITTEE
DECEMBER 3RD, 2020
MEETING MINUTES**

Due to the Coronavirus (COVID-19), Federal and State emergency bans on large meetings or gatherings, and pursuant to Governor Cuomo's Executive Order 220.1, issued on March 12, 2020 suspending the Open Meetings Law, this COIDA/OCCRC Audit & Finance Committee meeting was held via video conferencing, instead of an open meeting for the public to attend. Members of the public were given instructions on how to join the meeting.

CALL TO ORDER

The COIDA and OCCRC's joint Governance Committee meeting was called to order at 8:31am via video conferencing app, GoToMeeting. Committee members present were:

Jeffery Joyner
Jeffrey Lord
Andrew Marietta
Joshua Edmonds

David Rowley
Tom Armao
Cheryl Robinson

Also, in attendance:

STAFF

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

CHAIRMAN'S COMMENTS

Governance Committee Chairman, Jeffery Joyner moved immediately into the agenda.

MEETING MINUTES

J. Joyner requested a motion to approve the August 13th, 2020 Governance Committee meeting minutes. Board members were given the draft minutes prior to the meeting to review. There being no corrections, J. Lord made a motion to approve the minutes. C. Robinson seconded, and the motion was approved by remaining members.

NEW / UNFINISHED BUSINESS

Bylaws – J. Joyner noted that he and D. Rowley sat down with M. Marino and J. Zakrevsky to go through the agency's bylaws to update them with new language. M. Marino incorporated that into a draft document and sent it out to members of the Governance Committee (J. Joyner, D. Rowley, C. Robinson, T. Armao) prior to the meeting. J. Joyner asked that the committee review the document for any items

that may have been missed or anything that they may want to incorporate into the document. The board will then discuss any changes at the December board meeting, and then bring the finalized document for full board approval at the January 2021 board meeting.

EXECUTIVE SESSION

J. Joyner made a motion to enter executive session with board members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:34am for the following reasons: To discuss a proposed sale or lease of a property. The motion was seconded by D. Rowley and approved by all committee members present. The board entered executive session at 8:34am.

There was no action taken in executive session.

D. Rowley made a motion to enter back into public session; P. Kennedy seconded, and all members approved. The committee exited executive session at 8:42am and the meeting adjourned.

ADJOURNMENT

The meeting adjourned at 8:46am when the committee exited Executive Session.

UPCOMING MEETING SCHEDULE

The next Governance Committee meeting will be held on January 14th, 2021 at 8:00am.