

**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
OTSEGO COUNTY CAPITAL RESOURCE CORPORATION
ONEONTA RAILYARDS LOCAL DEVELOPMENT CORPORATION
February 2, 2021**

ANNUAL 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 Board of Director's 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

Chairman, Jeffery Joyner, called to order the Annual meeting of COIDA/OCCRC at 8:02am via video conferencing app GoToMeeting. Meaghan Marino conducted roll call and determined there was a quorum. Voting members present included:

Jeffery Joyner
Patricia Kennedy
Andrew Marietta
Joshua Edmonds

Cheryl Robinson
Tom Armao
David Rowley

Absent Board Member(s): Jeffrey Lord, Craig Gelbsman

Also, in attendance:

STAFF

Jody Zakrevsky, CEO
Meaghan Marino, Dir. Of Finance & Admin

CHAIRMAN'S REMARKS

Chairman, J. Joyner, welcomed fellow board members and staff and moved immediately into the agenda.

CONFIRMATIONS AND APPOINTMENTS

- **Confirmation of Agency Board Meeting Schedule**

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

- **Election of Officers of COIDA and OCCRC**

Chair: Jeffery Joyner

D. Rowley made a motion to approve; T. Armao seconded; approved by remaining members.

Vice Chair: David Rowley

T. Armao made a motion to approve; C. Robinson seconded; approved by remaining members.

Treasurer: Jeffrey Lord

D. Rowley made a motion to approve; J. Edmonds seconded; approved by remaining members.

Secretary: Craig Gelbsman

D. Rowley made a motion to approve; C. Robinson seconded; approved by remaining members.

- **Appointment of Chief Operating Officer and Agency Staff**

Jody Zakrevsky, Chief Operating Officer
Meaghan Marino, Director of Finance and Administration

D. Rowley made a motion to approve; P. Kennedy seconded; approved by remaining members.

- **Appointment of Auditing Firm for Preparation of Financial Statements**

Mostert, Manzanero, & Scott, LLP.

C. Robinson made a motion to approve; D. Rowley seconded; approved by remaining members.

- **Appointment of Agency Counsel**

Kurt D. Schulte, Esq.

T. Armao made a motion to approve; C. Robinson seconded; approved by remaining members.

- **Appointment of Bond Counsel to the Agency**

Hodgson Russ, LLP.

D. Rowley made a motion to approve; T. Armao seconded; approved by remaining members.

- **Appointment of Bank of the Agency and Accounts**

Community Bank, NA – Checking Account
Community Bank, NA – CD Account
Community Bank, NA – MMDA
Community Bank, NA – Line of Credit
NBT Bank – MMDA

P. Kennedy made a motion to approve; D. Rowley seconded; approved by remaining members.

- **Approval and Confirmation of Agency Policies**

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

D. Rowley made a motion to approve; C. Robinson seconded; approved by remaining members.

- **Appointment of Contract Officer**

Jody Zakrevsky, Chief Operating Officer

C. Robinson made a motion to approve; T. Armao seconded; approved by remaining members.

- **Appointment of Investment Officer**

Jeffrey Lord, Treasurer

D. Rowley made a motion to approve; A. Marietta seconded; approved by remaining members.

- **Audit & Finance Committee**

Chair: Jeffrey Lord
Vice Chair: Craig Gelbsman
Members: Andrew Marietta, Patricia Kennedy, Joshua Edmonds

D. Rowley made a motion to approve; P. Kennedy seconded; approved by remaining members.

- **Project Oversight Committee**

Chair: Cheryl Robinson

Vice Chair: Tom Armao

Members: Andrew Marietta, Patricia Kennedy

D. Rowley made a motion to approve; P. Kennedy seconded; approved by remaining members.

- **Governance Committee**

Chair: Andrew Marietta

Vice Chair: David Rowley

Members: Tom Armao, Cheryl Robinson

C. Robinson made a motion to approve; D. Rowley seconded; approved by remaining members.

- **Designation of Newspaper**

The Daily Star

D. Rowley made a motion to approve; C. Robinson seconded; approved by remaining members.

- **CRC/LDC**

Members voted to approve the same positions and policies listed above for the Otsego County Capital Resource Corporation and the Oneonta Railyards Local Development Corporation.

P. Kennedy made a motion to approve; C. Robinson seconded; approved by remaining members.

ADJOURNMENT

There being no further business to discuss, D. Rowley made a motion to adjourn the COIDA/OCCRC/LDC Annual Meeting. C. Robinson seconded the motion, and the meeting was adjourned at 8:19am.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Board Meeting – February 25th, 2021 at 8:00am.

***All meetings are held at the Otsego Now offices at 189 Main Street, Oneonta. NY. 13820**