

OTSEGO COUNTY CAPITAL RESOURCE CORPORATION

March 25th, 2021

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 OCCRC 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

Vice Chairman, David Rowley, called to order the meeting of OCCRC at 9:10am via video conferencing app, GoToMeeting. Meaghan Marino conducted roll call and determined there was a quorum. Voting members present included:

David Rowley
Craig Gelbsman
Patricia Kennedy

Jeffrey Lord
Cheryl Robinson
Joshua Edmonds

Absent Board Member(s): Jeffery Joyner, Tom Armao, Andrew Marietta

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Dir. of Finance and Administration**

COUNSEL

Kurt Schulte, **Agency Counsel**

CHAIRMAN'S REMARKS

Vice Chairman, David Rowley, welcomed fellow board members and moved immediately into the agenda.

MEETING MINUTES

D. Rowley presented the meeting minutes from the February 25th OCCRC board meeting. Board members were given a copy of the minutes prior to the meeting for review. J. Edmonds made a motion to approve the meeting minutes. The motion was seconded by J. Lord, and it was approved by the remaining members present.

BILLS TO BE PAID

M. Marino provided a report reviewing the bills to be paid, and the deposits that have been made since the March 11th Audit & Finance Committee meeting prior to the board meeting. There was nothing out of ordinary for the expenses or the deposits. There were no bills specific to the CRC.

COMMITTEE REPORTS

- ❖ Audit & Finance – The Audit & Finance Committee meeting was held on March 11th, 2021. Please refer to the March 25th COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Audit & Finance Committee meeting.
- ❖ Governance Committee – There was no Governance Committee meeting in March.
- ❖ Projects Committee – The Projects Committee meeting was held on March 11th, 2021. Please refer to the March 25th COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Projects Committee meeting.

RESOLUTIONS AND MOTIONS

Approval of 2020 OCCRC Financial Audit

Mostert, Manzanero, & Scott, LLP. provided their findings for the 2020 financial audit of the CRC for the board of directors.

J. Lord made a motion to accept and approve the 2020 CRC financial audit. C. Gelbsman seconded the motion, and it was approved by remaining members.

Approval of Submission of 2020 OCCRC PARIS Reports

J. Zakrevsky requested approval from the board to submit the following reports on behalf of the CRC to the ABO's PARIS Reporting system: Procurement Report, Investment Report, Audit Report, and the Annual Report. Drafts of the reports were provided to the board prior to the meeting.

C. Robinson made a motion to approve submitting the PARIS reports presented to board members. J. Edmonds seconded the motion, and it was approved by remaining members.

NEW BUSINESS / UNFINISHED BUSINESS

There was no new or unfinished business.

ADJOURNMENT

There being no further business to discuss, J. Lord made a motion to adjourn the meeting at 9:15am.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting – April 8th, 2021 at 8:00am
- COIDA/OCCRC Board Meeting – April 22nd, 2021 at 8:00am

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