

OTSEGO COUNTY CAPITAL RESOURCE CORPORATION

August 26th, 2021

MEETING MINUTES

CALL TO ORDER

Chair, J. Joyner, called to order the meeting of OCCRC at 8:25am. M. Marino conducted roll call and determined there was a quorum. Voting members present included:

Jeffery Joyner
Cheryl Robinson
Andrew Marietta
Jeffrey Lord

David Rowley
Craig Gelbsman
Tom Armao
Joshua Edmonds

Absent Board Member(s): Patricia Kennedy

Also, in attendance:

STAFF

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

COUNSEL

Kurt Schulte, **Agency Counsel (v)***

(v) – Virtual

CHAIRMAN'S REMARKS

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

MEETING MINUTES

D. Rowley presented the meeting minutes from the July 29th OCCRC board meeting. Board members were given a copy of the minutes prior to the meeting for review. D. Rowley made a motion to approve the meeting minutes. The motion was seconded by C. Robinson, 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 August 12th Audit & Finance Committee meeting prior to the board meeting. There was nothing out of ordinary for the expenses or the deposits. The IDA did bill the CRC for the 2021 administrative fees in connection with its bonds. The amount for the fees was \$42,905.

D. Rowley made a motion to approve paying the bill. J. Edmonds seconded, and it was approved by remaining members.

COMMITTEE REPORTS

- ❖ Audit & Finance – The Audit & Finance Committee meeting was held on July 8th, 2021. Please refer to the July 29th COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Audit & Finance Committee meeting.
- ❖ Governance Committee – The Governance Committee meeting was held on July 8th. Please refer to the July 29th COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Governance Committee meeting.
- ❖ Projects Committee – The Projects Committee meeting was held on July 8th, 2021. Please refer to the July 29th COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Projects Committee meeting.

NEW BUSINESS / UNFINISHED BUSINESS

PARIS Reporting – At the August 12th Audit & Finance committee, there was a lengthy discussion on discrepancies in certain bond numbers that had been reported in prior years. These discrepancies then skewed the numbers moving forward. The ABO requested that the CRC obtain information directly from the banks confirming accurate numbers. That information was obtained and provided to the ABO, and they agree with the numbers provided. After reviewing the numbers with the Audit & Finance and them agreeing with the numbers, J. Zakrevsky recommended that the board approve the numbers to update PARIS reporting.

C. Robinson made a motion to approve the numbers provided by the banks, agreed upon by the ABO, and reviewed in detail by the Audit & Finance Committee. A. Marietta seconded the motion, and it was approved by remaining members.

ADJOURNMENT

There being no further business to discuss, D. Rowley made a motion to adjourn the meeting at 8:29am.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting – September 9th, 2021 at 8:00am
- COIDA/OCCRC Board Meeting – September 23rd, 2021 at 8:00am

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