

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

**AUDIT & FINANCE COMMITTEE
SEPTEMBER 16TH, 2021
MEETING MINUTES**

CALL TO ORDER

The COIDA and OCCRC's joint Audit & Finance Committee meeting was called to order at 8:01am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members were given the option to attend the meeting virtually (v) or in-person. Members present included:

Jeffrey Lord (v)
Tom Armao
Andrew Marietta
Cheryl Robinson
Jeffery Joyner (v)

Craig Gelbsman
Patricia Kennedy (v)
David Rowley
Joshua Edmonds

Also, in attendance:

STAFF

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

COUNSEL

Kurt Schulte, **Agency Counsel**

CHAIRMAN'S COMMENTS

J. Lord, Chair of the Audit & Finance Committee welcomed committee members and moved immediately into the agenda.

MEETING MINUTES

J. Lord requested a motion to approve the meeting minutes from the August 12th Audit & Finance Committee meeting. Members were given the draft minutes prior to the meeting for review. There being no corrections, D. Rowley made a motion to approve the meeting minutes. T. Armao seconded, and the motion was approved by remaining members.

PAYMENT OF BILLS

J. Lord reviewed the bills and deposits made since the August 26th board meeting. Most were normal operating expenses, with the exception of a payment to Vibrant Brands for consulting on the marketing

campaign and video/photo production. He noted that many of the payments listed came into the operating account and were going out as tax payments for the Corning PILOT and the Cooperstown Center PILOT. He also reviewed deposits for the agency. There were several rent payments, program delivery fees and administrative fees for CDBG projects, and Corning's payment for the taxing jurisdictions. The IDA also collected bond administrative fees from the CRC.

C. Robinson made a motion to approve paying the bills provided. P. Kennedy seconded the motion, and it was approved by remaining members.

REVIEW OF FINANCIALS

J. Zakrevsky reviewed the financials for the committee that were sent out prior to the meeting for members to review. He noted that the agency still has to collect the annual appropriation from the County, but has yet to voucher for it.

NEW AND UNFINISHED BUSINESS

County Appropriation – D. Rowley asked about a meeting that had been scheduled with J. Zakrevsky, Allen Ruffles, and a new staff in the Treasurer's Office to go over PILOTs. D. Rowley had planned to attend the meeting to request an increase in the County's appropriation to the IDA. He asked if the meeting had been rescheduled.

ADJOURNMENT

There being no further business to discuss, T. Armao made a motion to adjourn the Audit & Finance committee meeting at 8:09am.

UPCOMING MEETING SCHEDULE

The next Audit & Finance Committee meeting is October 14th, 2021.