

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

**GOVERNANCE COMMITTEE  
DECEMBER 9<sup>TH</sup>, 2021  
MEETING MINUTES**

**CALL TO ORDER**

The COIDA and OCCRC's joint Governance Committee meeting was called to order at 8:52am 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:

Andrew Marietta (v)  
Tom Armao  
Patricia Kennedy (v)  
Jeffery Joyner

David Rowley  
Cheryl Robinson  
Craig Gelbsman

Also, in attendance:

**STAFF**

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

**CHAIRMAN'S COMMENTS**

Governance Committee Chair, Andrew Marietta moved immediately into the agenda.

**MEETING MINUTES**

A. Marietta requested a motion to approve the July 9<sup>th</sup> Governance Committee meeting minutes. Board members were given the draft minutes prior to the meeting to review. There being no corrections, C. Gelbsman made a motion to approve the minutes. D. Rowley seconded, and the motion was approved by remaining members.

**NEW / UNFINISHED BUSINESS**

**Board Meeting Schedule** – J. Joyner advised that he had discussed with J. Zakrevsky modifying the board meeting schedule to either every other month or to quarterly meetings. The reason being that most items are discussed in the Projects Committee meetings and board meetings are generally reserved for voting on items. C. Robinson suggested that it may be easier to keep the meetings monthly and cancel when needed. After a brief discussion, the committee decided that, starting 2022, the board would move to meetings every other month, contingent upon counsel from Joe Scott. J. Zakrevsky advised that changes would

need to be made to the agency's bylaws, assuming the full board approves the committee's recommendation.

## **EXECUTIVE SESSION**

D. Rowley made a motion to enter executive session with committee members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:01am for the following reasons: To discuss agency personnel salaries. The motion was seconded by C. Robinson and approved by all committee members present. The committee entered executive session at 9:02am.

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 9:22am and the meeting adjourned.

## **ADJOURNMENT**

The meeting adjourned at 9:22am when the committee exited Executive Session.

## **UPCOMING MEETING SCHEDULE**

The next Governance Committee meeting will be held on January 13<sup>th</sup>, 2022 at 8:00am.