

OTSEGO COUNTY CAPITAL RESOURCE CORPORATION
December 23rd, 2021

MEETING MINUTES

CALL TO ORDER

Vice Chair, D. Rowley, called to order the meeting of OCCRC at 8:53am. M. Marino conducted roll call and determined there was a quorum. Voting members present included:

David Rowley	Jeffery Lord (v)
Andrew Marietta (v)	Patricia Kennedy (v)
Tom Armao (v)	Cheryl Robinson (v)

Absent Board Member(s): Jeffery Joyner, Craig Gelbsman

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Dir. of Finance and Administration**
Kurt Schulte, **Agency Counsel (v)**
Joe Scott, **Bond Counsel (v)**

(v) – Virtual

CHAIRMAN’S REMARKS

Vice Chair, D. Rowley, welcomed fellow board members and moved immediately into the agenda.

MEETING MINUTES

D. Rowley presented the meeting minutes from the October 28th OCCRC board meeting. Board members were given a copy of the minutes prior to the meeting for review. C. Robinson 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

There were no bills to be paid that were specific to the OCCRC.

COMMITTEE REPORTS

- ❖ Audit & Finance – The Audit & Finance Committee meeting was held on December 9th, 2021. Please refer to the December 23rd 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 December 9th, 2021. Please refer to the December 23rd COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Governance Committee meeting.
- ❖ Projects Committee – The Projects Committee meeting was held on December 9th, 2021. Please refer to the December 23rd COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Projects Committee meeting.

NEW BUSINESS / UNFINISHED BUSINESS

- **2022 Meeting Schedule** – A. Marietta questioned the schedule for the 2022 meetings, as there had been discussions around moving the board meetings to every other month. M. Marino advised that because the bylaws have not been changed, the board meetings will continue to be monthly. If there is a lack of items for the agenda, the agency will cancel the board meeting given enough time to notify the public. The board agreed that there would be no change to the committee meeting schedule and they would continue to meet monthly.
- **Vacant Board Member Seat** – A. Marietta asked what board members thoughts were on potential board members in the wake of Joshua Edmonds resignation. The Otsego County Board of Representatives ultimately appoints board members, but in the past, the IDA/CRC board have brought recommendations to the County Board for consideration. The recommendations would go through the County's IGA committee prior to going to the full Otsego Co. Board. J. Zakrevsky advised that the board will likely want someone from the Northern-end of the County, as that was part of the criteria for choosing Joshua Edmonds. D. Rowley asked that board members consider a potential new board member/s and provide those suggestions to J. Zakrevsky.

ADJOURNMENT

There being no further business to discuss, T. Armao made a motion to adjourn the meeting at 8:59am.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting – Cancelled
- COIDA/OCCRC Board Meeting – Cancelled

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