

OTSEGO COUNTY CAPITAL RESOURCE CORPORATION

March 24, 2022

MEETING MINUTES

CALL TO ORDER

Secretary, C. Gelbsman, called to order the meeting of OCCRC at 9:01am. M. Marino conducted roll call and determined there was a quorum. Voting members present included:

Craig Gelbsman	Andrew Marietta (v)
Patricia Kennedy (v)	Tom Armao
Cheryl Robinson	James Seward

Absent Board Member(s): Jeffery Joyner, David Rowley, Jeffrey Lord

Also, in attendance:

STAFF

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

(v) – Virtual

CHAIRMAN'S REMARKS

Secretary, C. Gelbsman, welcomed fellow board members and moved immediately into the agenda.

MEETING MINUTES

C. Gelbsman presented the meeting minutes from the February 24th 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. Seward, 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 March 10th, 2022. Please refer to the March 24th COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Audit & Finance Committee meeting.
- ❖ Governance Committee – Governance Committee meetings are held quarterly. There was no Governance meeting in March. The next meeting will be in April, 2022.
- ❖ Projects Committee – The Projects Committee meeting was held on March 10th, 2022. Please refer to the March 24th COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Projects Committee meeting.

NEW BUSINESS / UNFINISHED BUSINESS

- **PARIS Reporting/ABO** – J. Zakrevsky advised that these three documents were the same reports that were submitted for the IDA in the previous meeting, but these for the CRC. Board members were presented with the CRC's 2021 Annual Report, 2021 Procurement Report, and 2021 Investment Report. J. Zakrevsky reminded the board that for the 2020 audit, numbers from the IDA reports and the PARIS reports didn't line up. After squaring that away in 2021, he was happy to advise that all numbers aligned for this year's reports.

RESOLUTIONS

2021 PARIS Reports

J. Zakrevsky provided board members with copies of the CRC's 2021 Annual Report, 2021 Investment Report, and 2021 Procurement Report. All of which need to be submitted to the NYS ABO by March 31, 2022. After a review, J. Zakrevsky requested that the board approve submission of these documents to the ABO.

C. Robinson made a motion to approve submitting the CRC's 2021 Annual Report, 2021 Investment Report, and 2021 Procurement report to the NYS ABO. J. Seward seconded the motion, and it was approved by remaining members present.

ADJOURNMENT

There being no further business to discuss, C. Gelbsman made a motion to adjourn the meeting at 9:04am.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting – April 14, 2022

- COIDA/OCCRC Board Meeting – April 28, 2022

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