

OTSEGO COUNTY CAPITAL RESOURCE CORPORATION

May 26th, 2022

MEETING MINUTES

CALL TO ORDER

Chair, J. Joyner, called to order the meeting of OCCRC at 8:42am. M. Marino conducted roll call and determined there was a quorum. Voting members present included:

Jeffery Joyner	David Rowley
Craig Gelbsman	Andrew Marietta
Patricia Kennedy (v)	Cheryl Robinson
James Seward	

Absent Board Member(s): Jeffrey Lord, Tom Armao

Also, in attendance:

STAFF

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

(v) – virtual

*board members joining the meeting virtually are ineligible to vote on items

CHAIRMAN'S REMARKS

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

MEETING MINUTES

J. Joyner presented the meeting minutes from the April 5th special 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 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 May 12th, 2022. Please refer to the May 26th 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 May. The next meeting will be in August, 2022.
- ❖ Projects Committee – The Projects Committee meeting was held on May 12th, 2022. Please refer to the May 26th COIDA board meeting minutes for a summary of the joint COIDA/OCCRC Projects Committee meeting.

NEW BUSINESS / UNFINISHED BUSINESS

- **Hodgson Russ Engagement Letter** – J. Zakrevsky advised that Hodgson Russ sent an engagement letter for their services for the IDA and the CRC. Specific to the CRC, the letter details their legal services for bonds. J. Zakrevsky requested approval from the board to have himself or the Chair of the agency sign the letters.

RESOLUTIONS

Hodgson Russ Engagement Letters

Board members reviewed engagement letters provided by Hodgson Russ for on-going legal services provided by their firm. Letters were provided for both the IDA and the CRC.

C. Robinson made a motion to approve having the Chair of the agency sign the letters on the IDA's behalf. D. Rowley 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 8:46am.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting – June 9, 2022
- COIDA/OCCRC Board Meeting – June 23, 2022

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