

**Local Development Corporation
Annual Meeting Minutes
January 5, 2023, 8:45 am**

A. Call to Order 8:46 am

B. Attendance

- LDC Board Members-Lee Ann Tinney, Jonathan Ward, Keith Flesher, Christina Di Stefano, Marcia Kiechle, Lisa Engelbert, Joan Case
- Ex Officio Board Member-Becca Maffei
- Guest-Loreen Maley
- Excused-Beth Johnson
- Absent- Dave Astorina

C. Consent Agenda

I) Monthly Meeting Designation-

Meetings at the County Office Building, 56 Main Street, Owego, Economic Development and Planning Conference Room at 8:45 am the first Thursday of each month.

II) Media Designation

The Press & Sun Bulletin as the media designation.

III) Slate of Officers:

- President- L. Tinney
- Vice-President- M. Kiechle
- Secretary-B. Johnson
- Treasurer- J. Ward

IV) Committee Appointments

- Governance-B. Johnson, L. Tinney, C. Di Stefano
- Audit-J. Ward, L. Tinney, D. Astorina
- Finance- L. Tinney, M. Kiechle, L. Englebert
- "I Love New York Cooperative Partners Matching Funds Program Committee- J. Ward, L. Tinney, Advisory-B. Maffei, L. Maley

V) Other Appointments

- Compliance Officer- R. Maffei
- Contracting Officer- R. Maffei
- Freedom of Information Officer- R. Maffei
- Code of Ethics Officer- J. Meagher-IDA Attorney

VI) Annual Policy Review

- Governance Committee review of by-laws and policies-No changes from 2022
- Governance Committee review of employee handbook-No Changes from 2022

VII) Other Annual Review

- There were no conflict of interest incidents reported

VIII) Audit Committee:

- Appointments
 - i. Audit Firm: EFP Rotenberg
 - ii. Financial Expert: EFP Rotenberg
- Annual Policy Review
 - i. The Audit Committee reviewed the Audit Charter and policies and there were no changes from 2022

IX) Finance Committee:

- There are currently no Corporate Investments.
- There is no significant change to the Capital Plan and no Capital Investments
- There were no changes to the Finance Committee Charter and Policies from 2022

Motion to accept the Consent Agenda and By-Laws. (M. Kiechle, L. Engelbert) Aye 7, Nay 0, Abstain 0, Carried

D. Official Depository:

- Tioga State Bank

Motion to approve Tioga State Bank as Official Depository. (K. Flesher, J. Case) Aye 6, Nay 0, Abstain 1, Carried

E. Annual Disclosure Documents and Board Forms-Ethics and Financials will be emailed out to all Board Members.

F. Adjournment

A motion for adjournment at 9:14 (J. Ward, J. Case)
Aye-7 Nay-0 Abstain-0 Carried