

## *Chenango County Industrial Development Agency*

15 South Broad Street  
Norwich, New York 13815  
607-334-1400

Date: November 5, 2020

From: Brian Burton

To: Pete Raymond  
Wayne Outwater  
Randy Gibbon  
Michael Khoury  
Kevin Pole

The Evening Sun  
Shane Butler, Planning Department

### **Subject: CCIDA Board of Directors Meeting**

The November CCIDA Board meeting will begin at 8:00 a.m. on **Wednesday, November 18, 2020** and at the Commerce Chenango Office, 15 South Broad Street, Norwich NY.

Facemasks are required for all attendees. Required health & safety guidelines will be followed by all attendees. If you are unable to wear a facemask, you are welcome to view the meeting via the Chenango IDA YouTube channel and the meeting will be streamed live.

All Board members are asked to be present for this meeting; if a board member cannot attend in person due to health reasons, a call-in number will be provided in advance.

Please RSVP at your earliest convenience by e-mail at [jcacciola@chenangony.org](mailto:jcacciola@chenangony.org). If you have any questions, please e-mail [jcacciola@chenangony.org](mailto:jcacciola@chenangony.org) or call 607-334-5532.

Thank you.