

# County of Chenango Industrial Development Agency

## Annual Meeting Agenda

March 20, 2019

8:00 a.m.

### I. Roll Call

### II. Election of Officers

#### Current Office

Chairman: Eric Larsen  
V. Chairman Brian Burton  
Secretary: George Raymond  
Treasurer: Brian Burton  
Asst. Secretary: Randy Gibbon  
Asst. Treasurer: Wayne Outwater

### III. Approval Items Current

Official Depository: NBT Bank, N.A.  
Official Publication: The Evening Sun  
Agency Legal Counsel: Kevin Pole, Bond Schoeneck & King  
Executive Director: Steven G. Craig

### IV. IDA Policy and Bylaws Review

### V. Confidential Evaluation of Board Performance

### VI. Adjournment

## **I. Roll Call**

## **II. Election of Officers**

Executive Director S. Craig to open the floor to nominations for Chairman.

Motion: B. Burton

Second: W. Outwater

With no other nominations, motion to close the nomination for Chairman.

Motion: W. Outwater

Second: B. Burton

Roll call vote approving Eric Larsen for Chairman.

Roll Call: Ayes all, approved.

Chairman opens the floor to nominations for Vice Chairman.

Motion to nominate Brian Burton for Vice Chairman.

Motion: W. Outwater

Second: R. Gibbon

No other nominations, motion to close the nomination for Vice Chairman.

Motion: W. Outwater

Second: R. Gibbon

Chairman opens the floor to nominations for Secretary.

Motion to nominate Randy Gibbon for Secretary.

Motion: W. Outwater

Second: B. Burton

No other nominations, motion to close the nomination for Secretary.

Motion: W. Outwater

Second: B. Burton

Chairman opens the floor to nominations for Treasurer.

Motion to nominate Brian Burton for Treasurer.

Motion: W. Outwater

Second: R. Gibbon

No other nominations, motion to close the nomination for Treasurer.

Motion: W. Outwater

Second: R. Gibbon

Chairman opens the floor to nominations for Assistant Secretary.

Motion to nominate Pete Raymond for Assistant Secretary.

Motion: W. Outwater

Second: R. Gibbon

No other nominations, motion to close the nomination for Assistant Secretary.

Motion: W. Outwater

Second: B. Burton

Chairman opens the floor to nominations for Assistant Treasurer.

Motion to nominate Wayne Outwater for Assistant Treasurer.

Motion: B. Burton

Second: R. Gibbon

No other nominations, motion to close the nomination for Assistant Treasurer.

Motion: B. Burton

Second: R. Gibbon

Roll call vote approving all nominations and the entire slate of officers:

Ayes all, approved.

### **Officers for the Year 2019-2020**

Chairman: Eric Larsen

V. Chairman: Brian Burton

Secretary: Randy Gibbon

Treasurer: Brian Burton

Asst. Secretary: Pete Raymond

Asst. Treasurer: Wayne Outwater

Chairman opens the floor to nominations for Audit Committee Members (3).

Motion to nominate E. Larsen, W. Outwater, B. Burton.

Motion: R. Gibbon

Second: B. Burton

No other nominations, motion to close the nomination for Audit Committee Members.

Motion: B. Burton

Second: W. Outwater

Roll call vote approving all nominations for the Audit Committee 2019-2020.

Ayes all, approved.

Chairman opens the floor to nominations for Governance Committee Members (3).

Motion to nominate E. Larsen, R. Gibbon, P. Raymond.

Motion: B. Burton

Second: W. Outwater

No other nominations, motion to close the nomination for Governance Committee Members.

Motion: B. Burton

Second: W. Outwater

Roll call vote approving all nominations for the Governance Committee 2019-2020.

Ayes all, approved.

### **III. Approval Items**

Agency Board is required to recommend and approve official newspaper, depository, legal counsel, and Executive Director.

Recommendations are:

Official Depository: NBT Bank, N.A.

Official Publication: The Evening Sun

Agency Legal Counsel: Kevin Pole

Executive Director: Steven G. Craig

Motion: W. Outwater

Second: R. Gibbon

Abstains: B. Burton

Roll Call: Three ayes. Approved.

The board reviewed the Commerce Chenango 2019 administrative services agreement.

Motion to accept the administrative services agreement by B. Burton, seconded by W. Outwater. Ayes all. Approved.

#### **IV. Adjournment**

With no other business, motion to adjourn

Motion: W. Outwater

Second: B. Burton

Roll Call: Ayes all