

# **CCIDA Annual Meeting Minutes**

**March 21, 2018**

**9:00 a.m.**

**Present:** W. Outwater, E. Larsen, G. Raymond, R. Gibbon, B. Burton

**Absent:**

**Contract Staff:** S. Craig, A. Larsen

**Finance:**

**Guest:** S. Butler

## **I. Roll Call**

Board Chair E. Larsen calls the meeting to order at 9:10 a.m.

## **II. Election of Officers**

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

Motion by W. Outwater to nominate E. Larsen for Chairman, seconded by R. Gibbon. With no other nominations, motion by W. Outwater to close nominations for Chairman, seconded by P. Raymond. Roll call vote is held approving E. Larsen for Chairman. Ayes all, approved.

Chairman E. Larsen opens the floor to nominations for Vice Chairman.

Motion by P. Raymond to nominate B. Burton for Vice Chairman, seconded by W. Outwater. With no other nominations, motion by W. Outwater to close nominations for Vice Chairman, seconded by P. Raymond. Roll call vote is held approving B. Burton for Vice Chairman. Ayes all, approved.

E. Larsen opens the floor to nominations for Secretary.

Motion by R. Gibbon to nominate P. Raymond for Secretary, seconded by W. Outwater. With no other nominations, motion by R. Gibbon to close nominations for Secretary, seconded by W. Outwater. Roll call vote is held approving P. Raymond for Secretary. Ayes all, approved.

E. Larsen opens the floor to nominations for Treasurer.

Motion by W. Outwater to nominate B. Burton for Treasurer, seconded by P. Raymond. With no other nominations, motion by W. Outwater to close nominations for Treasurer, seconded by P. Raymond. Roll call vote is held approving B. Burton for Treasurer. Ayes all, approved.

E. Larsen opens the floor to nominations for Assistant Secretary.

Motion by B. Burton to nominate R. Gibbon for Assistant Secretary, seconded by W. Outwater. With no other nominations, motion by B. Burton to close nominations for Assistant Secretary, seconded by W. Outwater. Roll call vote is held approving R. Gibbon for Assistant Secretary. Ayes all, approved.

E. Larsen opens the floor to nominations for Assistant Treasurer.

Motion by B. Burton to nominate W. Outwater for Assistant Treasurer, seconded by P. Raymond. With no other nominations, motion by B. Burton to close nominations for Assistant Treasurer, seconded by P. Raymond. Roll call vote is held approving W. Outwater for Assistant Treasurer. Ayes all, approved.

### **Officers for the Year 2018-2019**

Chairman: E. Larsen

V. Chairman: B. Burton

Secretary: P. Raymond

Treasurer: B. Burton

Asst. Secretary: R. Gibbon

Asst. Treasurer: W. Outwater

Motion by B. Burton to accept the entire slate of officers as voted upon, seconded by W. Outwater. Roll call vote is held. Ayes all, approved.

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

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

Motion by: P. Raymond

Second by: R. Gibbon

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

Motion by: P. Raymond

Second by: R. Gibbon

Roll call vote approving all nominations for the Audit Committee 2018-19.

Ayes all, approved.

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

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

Motion by: W. Outwater

Second by: B. Burton

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

Motion by: W. Outwater

Second by: B. Burton

Roll call vote approving all nominations for the Governance Committee 2018-19.

Ayes all, approved.

### **III. Approval Items**

Agency Board is required to recommend and approve an 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 to approve recommendations for official depository, official publication, agency legal counsel, and executive director by W. Outwater, seconded by R. Gibbon. Four ayes. B. Burton abstains. Approved.

### **IV. Adjournment**

Motion to adjourn by B. Burton, seconded by W. Outwater. Ayes all, approved.