

Minutes of the Meeting of the
Oneida County Local Development Corporation

March 28, 2025

584 Phoenix Drive, Rome, NY /Webex Video/Teleconference

Members Present: Steve Zogby, David Grow, Kristen Martin, Tim Reed, Aricca Lewis, and James Genovese.

Members Present Virtual: Franca Armstrong.

EDGE Staff Present: Shawna Papale, Tim Fitzgerald, CJ Hanrahan, Marc Barraco, and Mark Kaucher.

EDGE Staff Present Virtual: Maureen Carney.

Others Present Virtual: Jenna Peppenelli, Levitt & Gordon; Laura Ruberto and Linda Romano, Bond, Schoeneck & King;

S. Zogby called the meeting to order at 8:44 AM.

Minutes – December 13, 2024

S. Zogby presented the draft December 13, 2024 meeting minutes for review. **A. Lewis moved to approve the December 13, 2024 meeting minutes as presented. T. Reed seconded the motion, which carried 7-0.**

2024 Audit Report

M. Carney and A. Lewis presented the LDC's draft 2024 audit. They explained that this year's audit includes an unmodified opinion, which is the highest opinion given. This means that the auditors believe the financial statements truly reflect the LDC's financial condition. Internal controls were deemed to be satisfactory. There were no journal entries, which is good. The audit committee met with the auditors and after a review of the draft audit, recommended presenting to the Board for approval as presented. **D. Grow moved to approve the 2024 audit as presented. J. Genovese seconded the motion, which carried 7-0.** S. Papale thanked M. Carney for all her work ensuring the audit was completed on time.

Ratify and Confirm PAAA Submissions

Chair Zogby introduced a resolution to ratify and confirm the required PAAA documents and to approve their submission to New York State. **T. Reed moved, and A. Lewis seconded, a motion to ratify and confirm the required PAAA documents and to approve their submission to New York State. The motion carried 7-0.**

OCLDC Mission Statement Ratification & Approval of Performance Measurements

Chair Zogby asked for a motion to ratify the LDC's mission statement, and to approve the LDC's performance measurements for 2024. **A. Lewis made a motion, and J. Genovese seconded, to ratify the OCLDC's mission statement, and to approve the OCLDC's performance measurements for 2024. The motion carried 7-0.**

OCLDC Confidential Board Performance

S. Zogby reminded the Board to complete the confidential board performance evaluation forms and to submit them to T. Fitzgerald.

Old Business

S. Papale informed the Board that staff is considering replacing the LDC's WebEx video conferencing system with Microsoft Teams. More to come on this in a future meeting.

Adjournment

With no further business, S. Zogby asked for a motion to adjourn. **At 8:50 AM A. Lewis moved, and K. Martin seconded a motion to adjourn. Motion carried, 7-0.**

Respectfully Submitted,
Tim Fitzgerald