

**Tompkins County Development Corporation
Board of Directors Meeting Final Minutes
January 13, 2021 - 2:30 PM
Via Zoom Conference Call and LiveStream**

Present: Rich John, Martha Robertson, Mike Sigler, John Guttridge, Anne Koreman, Laura Lewis, Jeff Gorsky

Staff Present: Heather McDaniel, Ina Arthur (IAED), Russ Gaenzle (Harris Beach), Rick Snyder (TC Finance)

CALL TO ORDER

Rich John called the meeting of the **Tompkins County Development Corporation** to order at 4:00 pm. Jeff Gorsky was welcomed to the Board as the representative from the IAED Board of Directors.

PRIVILEGE OF THE FLOOR

No comments from the public were submitted for this meeting.

ADDITIONS TO THE AGENDA – None

NEW BUSINESS

2021 Appointment of Administrative Director

Laura Lewis made a motion to appoint Heather McDaniel as the Administrative Director of the TCDC for 2021. John Guttridge seconded the motion. The motion was approved 7-0.

CHAIRS REPORT - None

STAFF REPORT – The Administrative Director reported that the 2021 Board officers and committee members would be appointed at the February 2021 meeting once the final appointments to the Board by the County Legislature were finalized.

It was reported that the NYS Office of the State Comptroller has concluded its policy and procedure audit of the TCDC for 2020. A draft report will be sent by the OSC for comment and response by the Board. The OSC found that the internal controls of the TCDC were adequate. They did identify an issue with the TCDC fee structure. A modification of the organizations fee structure will be presented to the Board at a future meeting.

APPROVAL OF MEETING MINUTES

Martha Robertson made a motion to approved the draft minutes from the December 9, 2020 Board meeting. John Guttridge seconded the motion. The motion was approved 7-0.

ADJOURNMENT

The meeting was adjourned at 4:10 PM (minutes were approved at February 10, 2021 meeting)