

**Tioga County Local Development Corporation
Board of Directors' Agenda
Annual Meeting
January 8, 2026, 8:45 am
Economic Development and Planning Conference Room,
56 Main Street, Owego NY**

A) Call to Order and Introductions

- Brittany Woodburn, President

B) Attendance

- LDC Board Members
- Ex Officio Board Member
- Guests
- Excused

C) Consent Agenda

I) Monthly Meeting Designation

- County Office Building, 56 Main Street, Owego, Economic Development and Planning Conference Room at 8:45 am the first Thursday of each month

II) Media Designation

- The Press & Sun Bulletin as the media designation

III) Slate of Officers

Proposed

- President – B. Woodburn
- Vice President – J. Harris
- Secretary – B. Woods
- Treasurer – J. Ward

IV) Committee Appointments:

Proposed

Governance Committee – B. Woodburn, B. Johnson, B. Woods

Audit Committee – J. Ward, B. Woodburn, J. Harris

Finance Committee – J. Harris, B. Woodburn, J. Ward

Marketing Committee – B. Woods, J. Harris, B. Maffei

V) Other Appointments

Compliance Officer

- Contracting Officer – R. Maffei
- Compliance Officer – R. Maffei
- Freedom of Information Officer – R. Maffei
- Code of Ethics Officer – J. Meagher

VI) Annual Policy Review

- Governance Committee review of by-laws and policies
- Governance Committee review of employee handbook

VII) Other Annual Review

- Report on Conflict-of-Interest Incidents – No COI reported

VIII) Audit Committee:

1) Appointments

- Audit Firm: The Bonadio Group
- Financial Expert: Bowers Advisors LLC

2) Annual Policy Review

- Audit Committee review of Audit Charter and Policies

VIII) Finance Committee:

1) Review of Corporate Investments

- There are currently no Corporate Investments

2) Review of Capital Investments and Capital Plan

- There is no significant change to the Capital Plan and no Capital Investments

3) Annual Policy Review

- Review of Finance Committee Charter and Policies

D) Official Depository: Tioga State Bank

H) Annual Disclosure Documents and Board Forms

L) Adjournment