

Ovid Local Development Corporation (OLDC) Meeting Minutes (*Approved: 11/5/2025*)

Date: October 15, 2025

Location: Ovid Fire Dept (OFD) Community Room

Time: 5:30 – 7:00pm

Chairperson: John Keeler

1. Call to Order

The meeting was called to order by the Chair.

2. Roll Call

The following board members were present:

- John Keeler
- Gary Xavier
- Bruce Murray
- Erik Holmberg
- David Hughes
- Ellen Smith
- Jodie Vanslow
- Larry Nakula

The following guests were present:

- David Eastman

3. Approval of Previous Minutes

Ellen reported handwritten minutes were available. Jodie agreed to scan those into electronic format and submit them for approval at the next meeting.

4. Adoption of Bylaws

Discussion centered on:

- **Vacancy Appointments:**
Debate over whether new board members should be approved by the Town Board or the OLDC Board. A compromise was reached:

The OLDC Board will screen and nominate candidates for board vacancies, subject to Town Board approval.
- **Remote Participation & Proxy Voting:**
Clarified that remote participation is allowed if a quorum is physically present. Proxy voting was generally discouraged.
- **Annual Meeting Timing:**
Proposed moving the annual meeting to December instead of January.
- **Special Meetings:**
Proposal to require **three** members (instead of two) to call a special meeting to prevent potential misuse.
- **Committee Charters:**
Discussion deferred to next meeting. Committees will review and recommend charter revisions.
- **Treasurer Reporting:**
Treasurer will report **quarterly** and upon request, rather than at every meeting.
- **Check Signing Authority:**
All checks require two signatures, one of which must be the Treasurer.

****Bruce Murray will edit the Bylaws and bring them to the October 29 meeting for approval**

5. Election of Officers

The following officers were elected:

- **President:** John Keeler
- **Vice Chair:** Bruce Murray
- **Treasurer:** David Hughes
- **Secretary:** Jodie Vanslow

6. Committee Formation

Each committee will consist of three members. Chairs were selected by committee members.

Governance Committee (1st David Hughes / 2nd John Keeler)

- Gary Xavier (Chair)
- Bruce Murray
- Ellen Smith

Audit Committee (1st David Hughes / 2nd Bruce Murray)

- John Keeler (Chair)
- Jodie Vanselow
- Larry Nakula

Finance Committee (1st David Hughes / 2nd John Keeler)

- David Hughes (Chair)
- Ellen Smith
- Bruce Murray

7. Official Newspaper for Notices (1st Jodie Vanselow / 2nd John Keeler)

- **Primary:** Ovid Gazette
- **Secondary:** The Shopper

In addition post meeting notices at the Ovid Library & Ovid Information Board

8. Public Meeting Video Policy

Delegated to the Governance Committee for review and recommendation.

9. Budget Submission

- Target date: November 1, 2025
- Treasurer to begin drafting using templates from Seneca County LDC.
- Do not accept any \$ until after January 1, 2026

10. Website

- Should be able to use the Town of Ovid website – work with Eric. (Who is supposed to be working with Eric?)

11. ABO Board Member Training

- Ellen to send a link to where you can sign up for the training.

12. Funding Discussions

- Town and Village budget meetings upcoming. Town is 10/16 @ 3:30
- OLDC may seek inclusion under municipal insurance and funding for administrative costs.
- Discussion around the Seneca County IDA and possible Federal Funds, nothing can be done w/ the federal government shut down.

13. Insurance Quotes

- Believe we can be under the Town?

14. Ovid LDC presence at Seneca County LDC Meetings

- John will attend

15. Public Presentation to Introduce Ovid LDC to the community.

- Proposal to host informal public input sessions.
- Mission statement to be finalized and used for outreach, will discuss at next meeting, Ellen to send around the one created originally.
- Emphasis on transparency and community involvement.

16. Transportation Needs (Added Item)

- Discussion on rural transportation options and potential partnerships with Seneca County or private providers.

17. Adjournment (1st Jodie Vanselow / 2nd Ellen Smith)

Motion to adjourn was made and seconded. Meeting adjourned.