

**Minutes of the Meeting of the  
Audit Committee of the  
Oneida County Industrial Development Agency  
January 6, 2026**

**Members Present:** Kristen Martin, Franca Armstrong

**Members Absent:** Aricca Lewis

**Staff Present:** Shawna Papale, Rachel Hadden, Tim Fitzgerald,

**Auditor Present:** Ashley Westover, Mike Tennant, Rich Lambrecht, Randoll Shephard

The meeting was called to order at 1:04 PM.

A motion to approve the minutes from March 18, 2025 was made by Ms. Martin moved, Franca Armstrong Seconded. The motion carried.

Mr. Shephard introduced the new rotation of audit team members that will be handling the onsite fieldwork to the audit committee members. He also asked if there were any material changes throughout the 2025 fiscal year that he should be aware of. Shawna shared that staff responsibilities have shifted, but there were no material changes during the year.

Shawna and Mr. Shephard discussed Chobani revenue recognition and how it may be handled, he asked about the average fees earned in the year and Shawna and Tim answered questions related to projects and fees that were normal for the fiscal year.

Mr. Shephard asked when we need a date to have everything finalized, audit would be needed by March 16<sup>th</sup> to give EDGE staff enough time to get info into PARIS system and the materials to the committees for approval.

Onsite work is scheduled for OCIDA the week of January 26, 2026.

No executive session was required by the members.

A motion to close the meeting at 1:15 PM was made by Ms. Martin and seconded by Ms. Armstrong. The motion carried.

Respectfully submitted,

*Rachel L. Hadden*

Rachel Hadden  
Controller, Mohawk Valley EDGE