



Onondaga Civic Development Corporation

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OCDC Organizational Meeting Agenda 9:00 a.m. via videoconference due to COVID-19 January 5, 2022

9:00 a.m. Call to Order

Approval of January 14, 2021 Minutes

Action Items

1. Appointment of OCDC Board:

Kimberly Townsend, Alison Miller, Michael LaFlair, Virginia Biesiada O'Neill, Mitchell Latimer, Kevin Kuehner

a.) Chairperson – Michael LaFlair

b.) President & CEO – Robert Petrovich

c.) Treasurer – Nathaniel Stevens

d.) Assistant Treasurer – Christopher Cox

e.) Secretary – Carolyn Evans-Dean

f.) Recording Secretary – Karen Doster

g.) Governance Committee Members:

Virginia Biesiada O'Neill, Mitch Latimer, Kevin Kuehner

h.) Finance Committee Members:

Alison Miller, Kimberly Townsend, Mitch Latimer

i.) Audit Committee Members:

Michael LaFlair, Alison Miller, Kevin Kuehner

2. Appointment of Vendors:

a.) OCDC Counsel

Appointment of primary legal counsel and conflict counsel to provide legal representation

b.) OCDC Audit Services

Announcement of primary auditing firm and conflict auditing firm to perform the annual audit

ADJOURN

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Organizational Meeting Minutes
January 14, 2021

The Organizational meeting of the Onondaga Civic Development Corporation convened on Thursday, January 14, 2021 via Zoom Teleconference.

Michael LaFlair called the meeting to order at 8:37 am with the following:

PRESENT:

Alison Miller
Michael LaFlair
Mitch Latimer
Kevin Kuehner
Gerald Albrigo

ABSENT:

Kimberly Townsend

ALSO PRESENT:

Robert M. Petrovich, President/CEO
Carolyn Evans-Dean, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Christopher Andreucci, Harris Beach PLLC
Jeremy Garelick, American High
Robert Germain, Germain & Germain Law Firm

ACTING CHAIR OF OCDC BOARD

Upon a motion by Mitch Latimer, seconded by Kevin Kuehner, the OCDC Board approved a resolution appointing Michael LaFlair as acting chairperson. Motion was carried unanimously.

APPOINTMENT OF OCDC BOARD

Upon a motion by Mitch Latimer, seconded by Gerald Albrigo, the OCDC Board approved a resolution appointing Kimberly Townsend, Alison Miller, Michael LaFlair, Gerald Albrigo, Mitchell Latimer, Kevin Kuehner to the OCDC Board; Chairperson – Kimberly Townsend (acting); President & CEO – Robert Petrovich; Treasurer – Nathaniel Stevens; Assistant Treasurer – Christopher Cox; Secretary – Carolyn Evans-Dean; Recording Secretary – Karen Doster; Governance Committee Members-Gerald Albrigo, Mitch Latimer, Kevin Kuehner; Finance Committee Members-Alison Miller, Gerald Albrigo, Kimberly Townsend; Audit Committee Members-Michael LaFlair, Alison Miller, (Vacant). Motion was carried unanimously.

APPOINTMENT OF VENDORS
OCDC COUNSEL

Robert Petrovich stated an RFP process was done as required every 3 years. He stated we received proposals from Bond, Schoeneck & King, Hancock & Estabrook, Trespasz & Marquardt, Barclay Damon, Harris Beach and Nixon Peabody and staff is comfortable with all the firms. He stated his recommendation is reappointment of Harris Beach as primary counsel to the Onondaga Civic Development Corporation and the remaining firms would be noted as conflict counsel depending on the business that comes before OCDC during the course of the year.

Upon a motion by Gerald Albrigo, seconded by Mitch Latimer, the OCDC Board approved a resolution reappointing Harris Beach as primary counsel and Bond, Schoeneck & King, Hancock & Estabrook, Trespasz & Marquardt, Barclay Damon and Nixon Peabody as conflict counsel. Motion was carried unanimously.

AUDIT SERVICES

Robert Petrovich stated that the RFPs went out and responses were received from Grossman St. Amour and Bonadio & Company. He stated Grossman St. Amour has been doing the work and has been doing a good job for the corporation. He stated staff recommendation is to reappoint Grossman St. Amour, CPAs, PLLC as audit provider for OCDC and Bonadio & Co., LLP would be in a supporting role of conflict auditor should an issue come up during regular business of the Board through the course of the year.

Upon a motion by Gerald Albrigo, seconded by Kevin Kuehner, the OCDC Board approved a resolution reappointing Grossman St. Amour, CPAs, PLLC as primary auditing firm and Bonadio & Co., LLP as conflict auditing firm. Motion was carried unanimously.

Upon a motion by Gerald Albrigo, seconded by Mitch Latimer, the OCDC Board adjourned the meeting at 8:41 am. Motion was carried unanimously.

Carolyn Evans-Dean, Secretary