

**ONONDAGA CIVIC DEVELOPMENT CORPORATION**

**Audit Committee Meeting**

**October 13, 2022**

An Audit Committee meeting of the Onondaga Civic Development Corporation was held on Thursday, October 13, 2022 at 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the first floor.

Michael LaFlair called the meeting to order at 8:31 am with the following:

**PRESENT:**

Michael LaFlair  
Kevin Kuehner

**ABSENT:**

Alison Miller

**ALSO PRESENT:**

Robert M. Petrovich, President/CEO  
Nancy Lowery, Secretary  
Nate Stevens, Treasurer  
Karen Doster, Recording Secretary  
Emma Powlin, Harris Beach  
Alexis Rodriguez, Office of Economic Development  
Matt Pelligra, Office of Economic Development  
Mike Lisson, Grossman St. Amour, PLLC  
Brianah Lane, Grossman St. Amour, PLLC

**APPROVAL OF AUDIT COMMITTEE MEETING MINUTES – MARCH 7, 2022**

Upon a motion by Kevin Kuehner, seconded by Michael LaFlair, the OCDC Audit Committee approved the meeting minutes of March 7, 2022. Motion was carried unanimously.

**PRESENTATION OF THE 2022 ONONDAGA CIVIC DEVELOPMENT CORPORATION  
PRE-AUDIT**

Mike Lisson stated he is going to review the highlights and changes to the previous years. He stated Brianah Lane is with him who works closely with him on the audit. He stated not a lot of major changes coming down the pipeline from accounting and auditing standards for OCDC. He stated it will be consistent with prior years. He stated OCDC does file the Form 990 with the IRS and the CHAR 500 to the State of New York. He stated the CHAR 500 has to be filed electronically versus paper filing and that went into place mid-September. He stated he will work with Alexis Rodriguez to make sure she gets set up properly with that. He stated they

expect the audit to go extremely well. He stated the activity for the past year has been light so he expects the audit to have a quick turnaround.

#### SELF-EVALUATION OF THE COMMITTEE

Upon a motion by Kevin Kuehner, seconded by Michael LaFlair, the OCDC Audit Committee approved a resolution to transmit the summary evaluation without comment to the Governance Committee for review and recommendation to the Board. Motion was carried unanimously.

#### REVIEW COMMITTEE CHARTER

Nancy Lowery stated there were no changes or updates to the charter.

Upon a motion by Kevin Kuehner, seconded by Michael LaFlair, the OCDC Audit Committee approved a resolution to transmit the Committee Charter without comment to the Governance Committee for review and recommendation to the Board. Motion was carried unanimously.

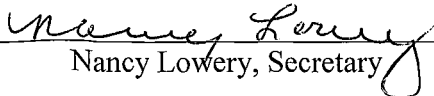
#### REVIEW COMMITTEE DRAFT ANNUAL REPORT (2022 FISCAL YEAR)

Nancy Lowery stated gave a brief review of the Annual Report for fiscal year 2022. She stated after approval it will be transferred to the Governance Committee.

Upon a motion by Kevin Kuehner, seconded by Michael LaFlair, the OCDC Audit Committee approves a resolution to transmit the Draft 2022 Annual Report to the Governance Committee for review and recommendation to the Board. Motion was carried unanimously.

#### ADJOURN

Upon a motion by Kevin Kuehner, seconded by Michael LaFlair, the OCDC Audit Committee adjourned the meeting at 8:37 am. Motion was carried unanimously.

  
Nancy Lowery, Secretary