

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Annual Meeting Minutes
March 14, 2019

The Annual meeting of the Onondaga Civic Development Corporation was held on Thursday, March 14, 2019 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the first floor.

Matthew Marko called the meeting to order at 8:27 am with the following:

PRESENT:

Matthew Marko
Michael LaFlair
Richard Zaccaria
James Jordan
Gerald Albrigo

ABSENT:

Alison Miller
Ben Dublin

ALSO PRESENT:

Robert Petrovich, President/CEO
Brian Bartlett, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Chris Andreucci, Harris Beach
Michael Lisson, Grossman St Amour CPAs

APPROVAL OF ANNUAL MEETING MINUTES – MARCH 8, 2018

Upon a motion by James Jordan, seconded by Michael LaFlair, the OCDC Board approved the regular meeting minutes of March 8, 2018. Motion was carried unanimously.

ELECTION OF OFFICERS

Matthew Marko asked if Robert Petrovich should be President/CEO not interim. Chris Andreucci stated the President/CEO is appointed by the OCDC Board and it needs to be worked out with the County Executive. He stated the County Executive has asked Robert Petrovich to fill the roll as President/CEO of OCDC on an interim basis which may become permanent.

Upon a motion by Richard Zaccaria, seconded by James Jordan, the OCDC Board approved a resolution appointing the Officers of the Corporation as follows: Robert Petrovich-Interim President/CEO, Brian M. Bartlett-Secretary, Nathaniel Stevens-Treasurer/CFO, Christopher Cox-Assistant Treasurer, Karen Doster-Recording Secretary, Robert Petrovich -Freedom of Information Act Officer, Matthew Marko-Freedom of Information Act Appeals Officer and Brian M. Bartlett-Public Hearing Officer. Motion was carried unanimously.

APPROVAL OF COMMITTEE MEMBERS

Upon a motion by James Jordan, seconded by Gerald Albrigo, the OCDC Board approved a resolution appoint committee members of the Corporation as follows: Audit Committee-Michael LaFlair (Chair), Alison Miller and Matthew Marko; Finance Committee-Alison Miller (Chair), Gerald Albrigo and James W. Jordan; Governance Committee-Matthew Marko (Chair), Gerald Albrigo and James W. Jordan. Motion was carried unanimously.

REVIEW AND APPROVE 2018 ANNUAL AUDIT

Upon a motion by Michael LaFlair, seconded by James Jordan, the OCDC Board approved a resolution accepting the 2018 Annual Audit of the Onondaga Civic Development Corporation. Motion was carried unanimously.

REVIEW AND APPROVE 2018 ANNUAL REPORT

Brian Bartlett stated all PAAA requirements were met and the Board adhered to it. He stated there were 9 Board meetings, 2 public hearings and 6 committee meetings.

Upon a motion by James Jordan, seconded by Richard Zaccaria, the OCDC Board approved a resolution accepting the 2018 Annual Report of the Onondaga Civic Development Corporation. Motion was carried unanimously.

REVIEW/APPROVE GOVERNANCE COMMITTEE REPORT

Upon a motion by James Jordan, seconded by Matthew Marko, the OCDC Board approved a resolution accepting the report of the Governance Committee. Motion was carried unanimously.

REAPPOINTMENT OF CONTRACTORS

Matthew Marko asked if special counsel is used as needed. Chris Andreucci stated they will be used for conflicts.


Upon a motion by Michael LaFlair, seconded by James Jordan, the OCDC Board approved a resolution reappointing Harris Beach, PLLC as Counsel, reappointing Barclay Damon, Bond Schoeneck & King, McKenzie Hughes, Trespasz & Marquardt as Special Counsel, and Grossman St Amour CPAs as Auditor. Motion was carried unanimously.

ACCOUNTS AND SIGNATURE AUTHORIZATION

Matthew Marko asked if it is standard that there are four signatories. Chris Andreucci stated 2 people sign and the idea of having 4 is to give more flexibility.

Upon a motion by Michael LaFlair, seconded by James Jordan, the OCDC Board approved a resolution authorizing Board approved a resolution authorizing accounts and signature authority to Matthew Marko, Robert Petrovich, Nate Stevens and Brian Bartlett. Motion was carried unanimously.

Upon a motion by Matthew Marko adjourned the meeting at 8:31 am. Motion was carried unanimously.



Carolyn Evans-Dean, Secretary