

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Annual Meeting Minutes
March 28, 2017

The Annual meeting of the Onondaga Civic Development Corporation was held on Tuesday, March 28, 2017 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the first floor.

Ben Dublin called the meeting to order at 8:07 am with the following:

PRESENT:

Ben Dublin
Ravi Raman
Michael LaFlair
Dennis Duval

ABSENT:

Alison Miller
Matt Marko

ALSO PRESENT:

Julie Cerio,
Brian Bartlett, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Christopher Andreucci, Harris Beach
Mike Lisson, Grossman St. Amour

APPROVAL OF ANNUAL MEETING MINUTES – MARCH 10, 2016

Upon a motion by Dennis Duval, seconded by Mike LaFlair, the OCDC Board approved the regular meeting minutes of March 10, 2016. Motion was carried unanimously.

ELECTION OF OFFICERS

Upon a motion by Alison Miller, seconded by Ravi Raman, the OCDC Board approved a resolution appointing the Officers of the Corporation as follows: Julie Cerio-President/CEO, Brian M. Bartlett-Secretary, Nathaniel Stevens-Treasurer/CFO, Christopher Cox-Assistant Treasurer, Karen Doster-Recording Secretary, Julie Cerio-Freedom of Information Act Officer, Benjamin Dublin-Freedom of Information Act Appeals Officer an Brian M. Bartlett-Public Hearing Officer. Motion was carried unanimously.

APPROVAL OF COMMITTEE MEMBERS

Upon a motion by Mike LaFlair, seconded by Dennis Duval, the OCDC Board approved a resolution appoint committee members of the Corporation as follows: Audit Committee-Dennis Duval (Chair) & Benjamin Dublin; Finance Committee-Alison Miller (Chair), Ravi Raman and Benjamin Dublin; Governance Committee-Matthew Marko (Chair), Michael LaFlair and Benjamin Dublin. Motion was carried unanimously.

REVIEW AND APPROVE 2016 ANNUAL AUDIT

Ben Dublin stated the Audit Committee reviewed the annual audit with Mike Lisson this morning.

Mike Lisson stated there is a summary in the documents. He stated it was a clean audit opinion, unmodified and best type of opinion you can have. He stated there were no internal control problems or material weaknesses. He stated generally speaking revenues are down because no project fees are coming through and primarily most of revenues came in through the airpark with the sale of land. He stated OCDC keeps 40% on the books and 60% goes to OCIDA. He stated expenses are in line with what was expected from a budget standpoint. He stated there are no issues with investment compliance report. He stated that last thing to be done is file the 990 and CHAR 500 which is due May 15 which will be shared with the Board. He stated it was a great, clean audit and no issues to discuss. He stated management is always easy to work with and thank you for reappointment.

Upon a motion by Dennis Duval, seconded by Alison Miller, the OCDC Board approved a resolution accepting the 2016 Annual Audit of the Onondaga Civic Development Corporation. Motion was carried unanimously.

REVIEW AND APPROVE 2016 ANNUAL REPORT

Brian Bartlett stated there were minor changes.

Upon a motion by Alison Miller, seconded by Mike LaFlair, the OCDC Board approved a resolution accepting the 2016 Annual Report of the Onondaga Civic Development Corporation. Motion was carried unanimously.

REVIEW/APPROVE GOVERNANCE COMMITTEE REPORT

Julie Cerio stated there were no changes.

Upon a motion by Dennis Duval, seconded by Mike LaFlair, the OCDC Board approved a resolution accepting the report of the Governance Committee. Motion was carried unanimously.

REAPPOINTMENT OF CONTRACTORS

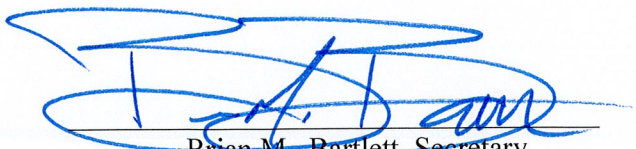
Ben Dublin stated counsel has not been appointed yet so item 1 and 2 will not be voted on today.

Upon a motion by Mike LaFlair, seconded by Dennis Duval, the OCDC Board approved a resolution reappointing Grossman St. Amour CPAs PLLC as Auditor. Motion was carried unanimously.

ACCOUNTS AND SIGNATURE AUTHORIZATION

Upon a motion by Dennis Duval, seconded by Alison Miller, the OCDC Board approved a resolution authorizing accounts and signature authority. Motion was carried unanimously.

Upon a motion by Ravi Raman, seconded by Dennis Duval, the OCDC Board adjourned the meeting at 9:14 am. Motion was carried unanimously.



Brian M. Bartlett, Secretary