

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Annual Meeting Minutes
March 8, 2018

The Annual meeting of the Onondaga Civic Development Corporation was held on Thursday, March 8, 2018 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 8:18 am with the following:

PRESENT:

Ben Dublin
Michael LaFlair
Dennis Duval
Alison Miller
Matt Marko

ABSENT:

Ravi Raman

ALSO PRESENT:

Julie Cerio,
Brian Bartlett, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Christopher Andreucci, Harris Beach
Mike Lisson, Grossman St. Amour, CPAs
Ken Bush, Onondaga County Legislature

APPROVAL OF ANNUAL MEETING MINUTES – MARCH 28, 2017

Upon a motion by Alison Miller, seconded by Dennis Duval, the OCDC Board approved the regular meeting minutes of March 28, 2017. Motion was carried unanimously.

ELECTION OF OFFICERS

Upon a motion by Michael LaFlair, seconded by Dennis Duval, 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 Alison Miller, 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 and Michael LaFlair; 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 2017 ANNUAL AUDIT

Mike Lisson stated the audit went well with a clean audit opinion. He stated there were no issues and no material weakness in controls. He stated the process procedures are working effectively. He stated there was not a lot of activity this past year and revenue is relatively flat. He stated a couple of parcels of land were sold at the airpark. He stated only \$500 came in from applications from OCDC's primary operations. He stated there was \$95,000 paid out in service contracts with SMG being the majority and consistent with last year. He stated he has no issues or concerns. He stated the biggest thing management is going to look at is a couple outstanding notes receivable that are past due.

Matthew Marko asked what are the notes that are past due. Chris Andreucci stated Light for Life and Sly Technologies. He stated they are significantly past due.

Matthew Marko asked when we entered into the agreements. Chris Andreucci stated 2015. He stated we are a participant but we don't direct the collection or do the enforcement. He stated Peggy Adams is driving that; they have hired counsel and working through the process. He stated they have issued demand notes.

Upon a motion by Dennis Duval, seconded by Michael LaFlair, the OCDC Board approved a resolution accepting the 2017 Annual Audit of the Onondaga Civic Development Corporation. Motion was carried unanimously.

REVIEW AND APPROVE 2017 ANNUAL REPORT

Brian Bartlett stated there were 3 service contracts and 1 bond application.

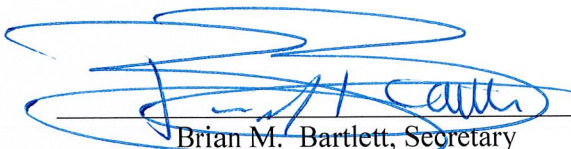
Upon a motion by Matthew Marko, seconded by Michael LaFlair, the OCDC Board approved a resolution accepting the 2017 Annual Report of the Onondaga Civic Development Corporation. Motion was carried unanimously.

REVIEW/APPROVE GOVERNANCE COMMITTEE REPORT

Julie Cerio stated there were no changes.

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

Upon a motion by Michael LaFlair, seconded by Dennis Duval, the OCDC Board adjourned the meeting at 8:24 am. Motion was carried unanimously.


Brian M. Bartlett, Secretary