

**ONONDAGA CIVIC DEVELOPMENT CORPORATION**  
**Governance Committee Meeting Minutes**  
**July 18, 2023**

A Governance Committee meeting of the Onondaga Civic Development Corporation was held on July 18, 2023 at 335 Montgomery Street, Syracuse, New York, 13202, in the conference room.

Mitch Latimer called the meeting to order at 8:32 am with the following:

**PRESENT:**

Mitch Latimer  
Virginia Biesiada O'Neill  
Vincent Cioci

**ABSENT:**

**ALSO PRESENT:**

Robert M. Petrovich, President/CEO  
Nancy Lowery, Secretary  
Nate Stevens, Treasurer  
Svetlana Dyer, Assistant Secretary  
Alexis Rodriguez, Assistant Secretary  
Karen Doster, Recording Secretary  
Christopher Andreucci, Harris Beach, PLLC  
Matt Wells, Bond Schoeneck & King  
Kevin Randal, Crouse Health Hospital  
Eliot Reid, Country Club Apartments, LLC

**APPROVAL OF GOVERNANCE COMMITTEE MEETING MINUTES – NOVEMBER 1, 2022**

Upon a motion by Virginia Biesiada O'Neill, seconded by Vincent Cioci, the OCDC Board approved the Governance Committee meeting minutes of November 1, 2022. Motion was carried unanimously.

**REVIEW OF PROCUREMENT POLICY**

Nancy Lowery stated this policy has not changed in the past year.

Upon a motion by Vince Cioci, seconded by Virginia Biesiada O'Neill, the OCDC Governance Committee approved a resolution accepting the Procurement Policy without comment. Motion was carried unanimously.

## REVIEW COMMITTEE CHARTERS

Nancy Lowery stated there have been no changes to the charters in the last year

Upon a motion by Virginia Biesiada O'Neill, seconded by Vincent Cioci, the OCDC Governance Committee approved a resolution accepting the Governance, Audit and Finance Committee Charters without comment. Motion was carried unanimously.

## REVIEW OF BYLAWS

Nancy Lowery stated there have been no changes to the By-laws in the last year.


Upon a motion by Virginia Biesiada O'Neill, seconded by Vincent Cioci, the OCDC Governance Committee approved a resolution accepting the By-Laws without comment. Motion was carried unanimously.

## REVIEW OF CODE OF ETHICS

Nancy Lowery stated there have been no changes to the Code of Ethics in the last year.

Upon a motion by Vincent Cioci, seconded by Virginia Biesiada O'Neill, the OCDC Governance Committee approved a resolution accepting the Code of Ethics without comment. Motion was carried unanimously.

Upon a motion by Vincent Cioci, seconded by Virginia Biesiada O'Neill, the OCDC Governance Committee adjourned the meeting at 8:35 am. Motion was carried unanimously.

  
Nancy Lowery, Secretary