

**ALBANY CONVENTION CENTER AUTHORITY
MINUTES FROM 2019 Q-1 MEETING
Albany Capital Center, Capital Room
May 2, 2019**

ATTENDEES

Members Present: Megan Daly, Chair, Steve Lerner, Treasurer; Michele Vennard, Secretary; Assembly Member John McDonald, Sarah Reginelli.

Members Absent: Michael Skrebutenas, George Penn

Others Present: Lynn Zeronda, Robert Ryan, Duncan Stewart

Call to order and roll call:

The meeting was called to order and a roll call taken at 9:01 AM by Megan Daly, Chair.

The Chair recognizes special guests Craig Liston with SMG, Joe Rabito, Deputy Commissioner NYS OGS, Robert Belber, with SMG

Approval of Meeting Minutes:

- 3-27-19 Audit & Finance Committee:
A motion was made by Ms. Reginelli, seconded by Mr. McDonald to adopt the Meeting Minutes for the Audit & Finance Committee meeting of 3-27-19. The motion unanimously carried.
- 3-27-19 Special Meeting-Audit:
A motion was made by Ms. Vennard, seconded by Mr. Lerner to adopt the Meeting Minutes for the Special Meeting-Audit of 3-27-19. The motion unanimously carried.

BUSINESS REPORTS:

Treasurer's Report: Mr. Lerner, Ms. Zeronda

Mr. Lerner affirms the results from March '19 as strong.

Ms. Zeronda reviews the Financial Statement ending 3-31-19 and confirms the timely posting of the 2018 ACCA audit to the ABO website and the mailing of hardcopies to the required government and agency representatives.

Economic Impact Committee Report;

Michele Vennard EI Committee Chair, confirms that the EI Committee met on 4-18-19 and presents the 2019 Q-1 Economic Impact information as positive, trending well, and now presented year over year.

Jay Cloutier, reviews details in 2019 Q-1 Economic Impact Report that is developed quarterly by Discover Albany, highlighting new events to the ACCA, and the specific impacts in 2019 Q-1, compares it to the corresponding 2018 Q-1 and those values associated with the life of the facility. All indicators are trending upward.

Ms. Vennard summarizes the challenges going forward as, using the tools we have in place, to build upon the many important partnerships, key to the hospitality industry, to grow the market share.

Ms. Reginelli commented on a recent 'City Hall on the Road' event sponsored by Mayor Sheehan where a business person commented positively on increased visitor impacts from the ACC.

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Operations Report:

SMG Operations Update:

Doug McClaine with SMG presents the monthly report on facility activity, trends and projections. He reviews this past quarter and provides the projections for the remainder of this year and 2020. Mr. McClaine notes that March was a very busy month with 29 out of 31 days booked and that bookings for 2019 and 2020 are both tracking ahead of projections.

ACCA Operations:

ACCA staff reviewed the progress to date on Structural Mezzanine Project as on time and within budget.

Chair Report:

Megan Daly provided information about the press release to follow this meeting as including a summary of the important economic impacts related to the Albany Capital Center and of her intent to resign the position of Chair as of 6-3-19 and in so doing nominate Michele Vennard as Acting Chair

A motion was made by Mr. McDonald seconded by Mr. Lerner to install Ms. Vennard as Acting Chair as of 6-3-19 with a term until the next ACCA annual meeting. The motion carried unanimously.

Mr. McDonald thanked Ms. Daly for her many contributions as Chair and confirmed his support for Ms. Vennard to lead this next phase related to the Albany Capital Center operations.

Legal Report: Robert Ryan

No report for the Open Session.

Public Comment Period:

Joseph Rabito, Deputy Commissioner OGS, commends the Board for its work, and thanks Ms. Vennard for accepting the role of Acting Chair and personally and on behalf of OGS and the State of New York offers his appreciation to Megan Daly for her commitment to this project and the many accomplishments while serving as Chair.

Executive Session: An Executive Session was requested to discuss a contract matter

A motion was made by Mr. McDonald, seconded by Ms. Reginelli to enter Executive Session. The motion carried unanimously and the ACCA Board entered Executive Session at 9:46 AM

A motion was made by Ms. Reginelli, seconded by Ms. Vennard to close Executive Session and return to Public Session. The motion carried unanimously and the ACCA Board left Executive Session at 10:01 AM

While in Executive Session, no actions were taken other than to return to Public Session.

Other Business:

There was no other business

Adjourn:

A motion to adjourn was made by Mr. Lerner; seconded by Ms. Vennard. The motion carried unanimously and the ACCA Board adjourned the meeting at 10:05 AM

Next Meeting Date: TBD

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