

**ALBANY CONVENTION CENTER AUTHORITY
MONTHLY MEETING MINUTES
ROOM 930, HAROLD JOYCE OFFICE BUILDING
January 6, 2017**

ATTENDEES

Members: Gavin Donohue; Michael Skrebutenas; Assemblymember McDonald; George Penn; Steve Lerner; Brad Rosenstein **Absent** - Sarah Reginelli; Megan Daly; Michele Vennard
Others: Duncan Stewart; Al Sorrentino; Bob Ryan; Lynn Zeronda

CALL TO ORDER AND ROLL CALL

At 8:33 Chairman Donohue announced a lack of a quorum and therefore did not call the meeting to order. The board discussed the following:

Treasurer Report – Ms. Zeronda reviewed the November, 2016 financials; summary of net assets and summary of revenue/expenses for the ACCA.

With the arrival of Mr. Penn during the discussion of the Treasurer’s report, a quorum was obtained and Chairman Donohue called the meeting to order at 8:38.

Chair Report – Chairman Donohue mentioned:

- The opening remains March 1st, but the governor’s schedule will dictate the ribbon cutting
- As Chair, he is pleased with everyone’s performance with everything going on, in particular Duncan Stewart and the Gilbane team and everyone is pushing hard to get the facility finished.

Committee Reports – Ms. Vennard informed Mr. Donohue that no Marketing Committee meeting took place and he mentioned the same was true with the Construction Committee.

Authority Report

Project Update – Mr. Stewart asked Mark Astheimer of Gibane to review his monthly construction activity report. Mr. Stewart elaborated on other aspect of the project being undertaken including the contract with Monolith Solar for the array to be installed on the roof.

ACCA Operations – Mr. Sorrentino mentioned:

- The audit is underway and documents have been provided to UHY by ACCA and CFO-for-Hire. We are awaiting the date for UHY’s fieldwork.
- The \$1.5M Master Equipment Lease is ready to be signed by Duncan after a review of the content with counsel. Purchase Orders are in progress.
- Application #33 for state funds in underway.

Albany Capital Center (ACC) Operations – SMG staff gave a report detailing the monthly activities for the Albany Capital Center. In addition, the report requested by the board to update them on events booked was reviewed.

APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. McDonald, seconded by Mr. Rosenstein to adopt the December 6th draft regular meeting and Governance Committee minutes contingent upon clarifications being included as offered by counsel; unanimously adopted.

Other Business – Mr. Ryan mention that the next meeting was the Annual Meeting and he would be providing certain documents for board adoption

PUBLIC COMMENT PERIOD – No public comments

A motion was made by Mr. Lerner; seconded by Mr. Rosenstein to enter in to Executive Session to discuss pending litigation and to receive advice of legal counsel; unanimously adopted

A motion was made by Mr. McDonald; seconded by Mr. Rosenstein to close Executive Session; unanimously adopted.

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

ADJOURN

A motion to adjourn was made by Mr. Rosenstein; seconded by Mr. Lerner; unanimously adopted.