

**ALBANY CONVENTION CENTER AUTHORITY
AUDIT & FINANCE COMMITTEE MEETING MINUTES
Albany Capital Center
Meeting #1 of 2022: January 27, 2022, 9:00 AM**

ATTENDEES

Present: Michele Vennard, Chair, Steven C. Lerner, ACCA Board Treasurer Sarah Reginelli, Robert Ryan, Esq. Harris-Beach, Meredith Brinkman, BST/CFO, Jill Delaney President/CEO of Discover Albany, Jay Cloutier, Director of Sales Discover Albany, Ana Messina ACC Sales Manager ACCA Staff: Duncan Stewart

Via Zoom: Hon. John T. McDonald III RPH, Michael Skrebutenas, Vice-Chair, Michael Hoffman, Daniel C. Lynch, Shannon Licygiewicz, Albany Capital Center General Manager

CALL TO ORDER

The meeting was called to order at 9:01 AM by Committee Chair Steven C. Lerner, attendance was noted and that a quorum was present. Mr. Lerner then summarized the items before the committee and asked Ms. Brinkman to proceed.

2021 Audit REVIEW

Ms. Brinkman reviewed for the Committee the progress to date with the 2021 Audit, describing the progress as steady, the process smooth, and to date the exchange of information has been efficient, beginning with the pre-audit meeting in December and by using a shared data platform for documents exchange.

At this time, the Audit process is on schedule, and it is anticipated to be completed on time for review by the Audit and Finance Committee as part of the ACCA Special Meeting Audit, 3-24-22.

As part of the Audit process, the Authority ordered and is in receipt of the updated GASB-75 Actuary report to address the future valuation of the Employee Healthcare Benefit, OPEB, based upon the changes to healthcare procurement made in 2021, significantly reducing cost. The report is currently under review.

Other Business:

No other business was conducted by the Audit & Finance Committee

ADJOURN

A motion to adjourn was requested by the Chair and offered by Ms. Vennard, seconded by; Ms. Reginelli. The motion carried unanimously.

The meeting adjourned at 9:05 AM

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