



ALBANY  
CONVENTION  
CENTER  
AUTHORITY

**ALBANY CONVENTION CENTER AUTHORITY  
AUDIT & FINANCE COMMITTEE MEETING #2 OF 2025  
9:00 AM FRIDAY, MARCH 28, 2025,  
THE ALBANY CAPITAL CENTER  
55 EAGLE ST., ALBANY, NY**

**MEETING MINUTES**

1. Call to order and roll call – Steven C. Lerner, Chair
  - a. The meeting was called to order at 9:02
  - b. In attendance:
    - i. Michele Vennard, Board Chair
    - ii. Jahkeen Hoke, Vice Chair (9:05 am)
    - iii. Steven C. Lerner, Treasurer, Committee Chair
    - iv. Sarah Reginelli, Secretary
    - v. Dominick Purnomo
    - vi. Joseph Bonilla
    - vii. Michael McLaughlin
    - viii. John McDonald
    - ix. Mike Hoffman – virtual via zoom
    - x. Robert Ryan, ACCA Legal Counsel
    - xi. Monica Kurzejeski, ACCA Executive Director
    - xii. Craig Liston, ASM Global Regional Vice President
    - xiii. Shannon Licygiewicz, ASM Albany, General Manager ACC
    - xiv. Laura Grippin, BST for Hire
    - xv. Brian Kearns, UHY
    - xvi. Jessica Blaha, UHY
2. Review of January and February Financials – **Tab 1** – deferred to regular board agenda
3. Audit and Annual Report:
  - a. Audit Review – UHY – **Tab 2**



ALBANY  
CONVENTION  
CENTER  
AUTHORITY

**ALBANY CONVENTION CENTER AUTHORITY  
AUDIT & FINANCE COMMITTEE MEETING #2 OF 2025  
9:00 AM FRIDAY, MARCH 28, 2025,  
THE ALBANY CAPITAL CENTER  
55 EAGLE ST., ALBANY, NY**

- i. UHY presented the 2024 audit starting with Brian Kearns reporting the methodology, the recommendations of an unmodified report which is the highest standards as well as the audit having no material issues. Jessica Blaha reviewed the key points of the financial review and the management letter.
  - b. Annual Report –Laura Grippin/ Robert Ryan – **Tab 3**
    - i. Robert Ryan reviewed the requirements pertaining to the filing of the Annual Report through the PARIS reporting system. An overview of the report was completed. Ms. Reginelli noted to have the “senate” section changed to N/A to be consistent with the other board members.
- 4. Other business
  - a. Motion to recommend adoption of the FY 2024 Audit by the ACCA Board – **Tab 5**
    - i. Motion – Mr. McDonald
    - ii. 2<sup>nd</sup> – Mr. Purnomo
    - iii. Motion passed unanimously
  - b. Motion to recommend adoption of the FY 2024 PAAA Annual Report and authorize PARIS by the ACCA Board – **Tab 6**
    - i. Motion – Ms. Reginelli
    - ii. 2<sup>nd</sup> – Ms. Vennard
    - iii. Motion passed unanimously
- 5. Motion to adjourn. 9:15 am.
  - a. Motion – Mr. McDonald
  - b. 2<sup>nd</sup> – Mr. McLaughlin
  - c. Motion passed unanimously