

ALBANY CONVENTION CENTER AUTHORITY  
AUDIT AND FINANCE COMMITTEE MEETING  
FRIDAY, SEPTEMBER 26, 2025, 9:00 AM

ALBANY CAPITAL CENTER  
55 EAGLE ST. ALBANY, NY

PUBLIC ACCESS VIA AUDIO LINK:

<https://www.youtube.com/watch?v=taSZQE9OeLM>

**MEETING MINUTES**

1. Call to order and roll call: Michael Hoffman, Chair; 9:02am meeting called to order

Present:

Michele Vennard, Board Chair	Jahkeen Hoke, Vice-Chair
Michael Hoffman, Treasurer	Sarah Reginelli, Secretary
Michael McLaughlin, Member	John McDonald, Member
Domonick Purnomo, Member	Joseph Bonilla, Member
Shannon Licygiewicz, ACC General Manager	Craig Liston, Legends Global
Laura Grippin, BST CPA	Robert Ryan, Esq. Harris, Beach, Murtha
Monica Kurzejeski, ACCA Executive Director	Evan Moore, ACES

Absent:

Todd Shapiro, Member
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2. 2026 Budget Review: Michael Hoffman, Laura Grippin BST/CFO, Monica Kurzejeski, Shannon Licygiewicz

- a. ASM FY 2026 Albany Capital Center Budget; Shannon Licygiewicz ASM GM

- Pushing to increase rental revenues – target goal of 10% growth Y over Y
- Ancillary income – consistent with 2025 on a rotation year this year with a couple major events. Team is working to fill those gaps.
- Operational expenses – shared employee program, adjustment Mr. Belber has rolled off shared expenses but are creating a Public Safety Manager position. That position is expected to be onboard mid-2025. Some staffing variations between 2025 actual to 2026 projected.

- iv. Goal is 180 events for 2026

- b. ACCA FY 2026 Operations Budget

- i. Mr. Kurzejeski reviewed the budget highlights

- c. 2026 through 2029 ABO Budget Format for Filing; BST/CFO

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- i. Laura explains the PAAA budget to board.

**3. Other business.**

- a. Auditor Engagement Letter YE 2025 Audit Services
- b. Motion to recommend all documents (Budgets and Audit) to the full board.
  - i. 1<sup>st</sup> - Mr. McDonald
  - ii. 2<sup>nd</sup> – Mr. McLaughlin
  - iii. Unanimously approved

**4. Motion to adjourn. 9:34**

- a. 1st – Mr. McDonald
- b. 2<sup>nd</sup> – Mr. Hoke
- c. Unanimously approved

**FULL AUDIO OF MEETING AVAILABLE AT THE ABOVE YOUTUBE LINK.**