

GREATER ROCHESTER OUTDOOR SPORTS FACILITY CORPORATION

Minutes of Meeting Held

on

March 17, 2015

DRAFT

Members Present: T. Mazzullo, A. Burr, E. Caccamise, G. Larder, J. Popli, C. Campbell, M. Siwiec, M. Worboys-Turner

Others Present: J. Seil, R. Finnerty, M. Townsend, R. Shepard

Chairman Mazzullo called the meeting to order at 1:00 PM.

Public forum was open and no comments were made.

The board approved the minutes from the December 16, 2014 meeting.

Upon motion by Mr. Campbell, seconded by Mr. Popli, all approved, the board appointed the following officers:

Theresa Mazzullo, Chair

Ann Burr, Vice Chair/Treasurer

Jay Popli, Secretary

Ms. Burr reported that the Audit Committee met and reviewed the 2014 financial audit. A clean or unqualified opinion was given and there were no material weaknesses. There were several routine adjustments that were made due to timing issues. Mr. Shepard thanked Delaine George for preparing everything for the audit. The Audit Committee is recommending that the full board accept it as presented. Upon motion by Ms. Burr, seconded by Ms. Worboys-Turner, all approved, the board accepted the 2014 financial audit as presented.

Mr. Popli reported that the Governance Committee met and reviewed all of the policies. The committee recommends changing the professional services threshold to \$20,000 in the purchasing policy to follow the Monroe County Purchasing policy. The committee recommends a change in the Internal Controls and Financial Accountability policy to remove a reference to the Greater Rochester Sports Authority. In addition, all checks in excess of \$5000 shall require two signatures. Upon motion by Ms. Burr, seconded by Ms. Worboys-Turner, all approved, the board re-approved the following policies with the noted changes to the Purchasing Policy and the Internal Controls Policy.

Code of Ethics

Compensation, Reimbursement, and Attendance

Extension of Credit

Internal Controls and Financial Accountability

Travel Policy

Whistleblower Policy

Public Participation Policy

Investment Policy

Responsibilities of Members and Officers

Internal Controls Statement

Purchasing Policy

Statement of the Effectiveness of Internal Control

Ms. Seil reviewed the Annual Operations Report, Mission Statement, and Performance Measures. Upon motion by Mr. Popli, seconded by Ms. Burr, all approved, the Board approved the Annual Operations Report, Mission Statement, and Performance Measures as presented.

The confidential board evaluations will be sent to the Authority Budget Office.

Ms. Seil reported that the Greater Rochester Sports Authority will begin the process to dissolve at its meeting which is Wednesday, March 18<sup>th</sup>.

Ms. Mazzullo asked what will happen with the Kodak parking lots when Monroe Community College students and staff will be using the lots. The Red Wings and MCC have been in contact and do not foresee any issues.

Mr. Larder noted that Baseball Opening Day at Frontier Field is Saturday, April 11<sup>th</sup>.

The meeting adjourned at 1:25 PM.

The next meeting is scheduled for June 16, 2015.

Submitted by:  
Robin Finnerty