

**CIVIC CENTER MONROE COUNTY  
BOARD OF DIRECTORS  
MEETING MINUTES  
January 17, 2013**

Time & Place: 9:30 A.M.  
Watts Conference Center  
Fitzhugh Street  
Rochester, New York

Board Present: Charles Stuart, President; Ray DiRaddo; Aaron Sperano; Tony Feroce (County Executive Representative).

Others Present: M. Patel; Richard Bell, M. Pettinger; S. Davis, Members of the Public.

**1. CALL TO ORDER**

Attendance was taken and the meeting was called to order at 9:45 A.M. by President Charles Stuart.

**2. PUBLICATION OF MEETING**

Notification of the meeting was published in the Rochester Business Journal on November 30, 2012.

**3. APPROVAL OF PREVIOUS MEETING MINUTES**

A motion was made by Ray DiRaddo and seconded by Charles Stuart to approve the October 18, 2012 meeting minutes. Motion Passed unanimously.

**4. PUBLIC COMMENT PERIOD**

There were no comments from the public.

**5. RECESS FOR COMMITTEE MEETINGS**

Separate minutes were prepared for each committee meeting.

**6. RECONVENE**

The meeting was called back to order by Charles Stuart.

**7. REPORT FROM MANAGEMENT**

a. Garage Revenue

Richard Bell reviewed the monthly day-to-day garage revenue with the Board. Garage revenue is down slightly from 2011 due primarily to the renovations and repairs.

b. Garage Repairs

Richard Bell reported to the Board the status of the garage repairs and indicated that no significant work would be done to the garage until the asphalt plants reopened in the spring. It is anticipated that the project will still be completed by mid-2013.

**8. REPORT FROM COUNSEL**

Mr. Patel indicated that there were no pending legal actions involving the Corporation.

**9. AUDIT COMMITTEE REPORT**

Ray DiRaddo reported that the Audit Committee met earlier and that there was advised that the annual report is in progress and should be completed by the March meeting.

**10. FINANCE COMMITTEE REPORT**

Tony Feroce reported that the Finance Committee met earlier and was provided with a year to date budget report indicating that the results are within the budget plan.

**11. GOVERNANCE COMMITTEE REPORT**

a. Aaron Sperano reported that the Governance Committee met earlier and received annual disclosure forms for completion by April 15. The Committee also discussed performance measures and will receive a report to be included in the annual report. Finally, the Board members were reminded to complete the annual self-evaluation reports prior to the next Board meeting.

b. Aaron Sperano reported that the Governance Committee recommended approval of the following designations for a one-year term:

a. Check Signing: Richard Bell and Anthony Feroce (2 signatures required)

- b. Contracting Officer: Charles Stuart or Richard Bell
- c. Invoice Approvals: Any two of the following individuals:  
President, Management Consultant (R. Bell), Legal Counsel (M. Townsend) and Monroe County Controller.
- d. Contracts and Amendments signatures: Any two of the following individuals unless otherwise authorized by the Board: President; Management Consultant (R. Bell); Legal Counsel (M. Townsend); Monroe County Controller.
- e. Record Access Officer: Richard Bell

A motion was made by Ray DiRaddo and seconded by Charles Stuart to approve the designations. The motion passed unanimously.

## **12. CONTRACTS**

Mr. Davis presented a renewal proposal for property and liability insurance wherein he recommended to renew the policy with Travelers for an annual fee of \$22,788. A motion was made by Aaron Sperano and seconded by Ray DiRaddo to renew the property and liability insurance for a one-year period at a fee of \$22,788. The motion passed unanimously.

## **13. MEETING DATES**

**March 21, 2013 – 9:30 A.M.**  
**July 18, 2013 – 9:30 A.M.**  
**October 17, 2013 – 9:30 A.M.**

## **14. OTHER BUSINESS**

There was no other business before the Board.

## **15. ADJOURNMENT**

Upon motion by Ray DiRaddo and seconded by Aaron Sperano, the meeting was adjourned at 10:05 a.m.