

**CIVIC CENTER MONROE COUNTY
BOARD OF DIRECTORS
MEETING MINUTES
January 15, 2015**

Place: Watts Conference Center
Fitzhugh Street
Rochester, New York

Board Present: David Moore, President; Charles Stuart; Jennifer Kusse; Anthony Feroce

Others Present: Richard Bell, Munesh Patel, Steve Davis, Members of the Public.

1. CALL TO ORDER

Attendance was taken and the meeting was called to order at 10:00 A.M. by President David Moore.

2. PUBLICATION OF MEETING

Notification of the meeting was published in the Rochester Business Journal on December 26, 2014.

3. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Charles Stuart and seconded by Jennifer Kusse to approve the previous meeting minutes. The 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 David Moore at 10:08 a.m.

7. REPORT FROM MANAGEMENT

Mr. Bell provided the Board with a brief summary on garage revenues incurred to date.

8. REPORT FROM COUNSEL

Munesh Patel indicated that he had nothing new to report.

8 AUDIT COMMITTEE REPORT

Mr. Stuart advised the Board that the Committee received an update on the status of the 2014 audit and that the draft audit would be presented to the Committee on March 6, 2015 at Bonadio's offices.

10. FINANCE COMMITTEE REPORT

Mr. Feroce indicated that he was still waiting for final numbers from the fourth quarter but that revenue and expenditures were consistent with the October budget. Mr. Feroce noted that garage revenues had increased from the previous year due to an increase on the contractual formula for sharing revenue.

11. GOVERNANCE COMMITTEE REPORT

Mr. Moore reminded Board members to furnish their annual disclosure statements on or before April 15 and that Mr. Bell would be circulating Board self-evaluation forms with the request that they be completed and returned to Mr. Bell prior to the March 2015 meeting. Mr. Moore also reminded Board members to review the policies and by-laws and make any recommendations to management for changes or edits.

12. CONTRACTS

(i) Mr. Bell advised the Board that the contract for security services at the garage was set to expire in February 2015 and that he recommended exercising the option to renew the agreement for an additional year under the same terms and conditions. A motion was made by Jennifer Kusse and seconded by Charles Stuart to exercise the renewal option on the contract for the additional year. The motion passed unanimously.

(ii) Steve Davis from Brown & Brown reported that the LDC's general umbrella liability insurance policy was about to expire. Mr. Davis recommended renewing the policy with the incumbent carrier, Travelers for an amount not to exceed \$25,500. A motion was made by Charles Stuart and seconded by Jennifer Kusse authorizing Brown & Brown to renew the policy with Travelers for a sum not to exceed \$25,500. The motion passed unanimously.

13. NEXT MEETING DATE

The schedule for the remaining meetings in 2015 are as follows:

March 12, 2015

July 16, 2015

October 15, 2015

14. OTHER BUSINESS

There was no other business before the Board.

15. ADJOURNMENT

There being no further business, a motion was made by Charles Stuart and seconded by Jennifer Kusse to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 10:16 a.m.