



ONEIDA COUNTY SPORTS AUTHORITY



800 Park Avenue ♦ Utica, New York 13501
(315) 798-5700

MINUTES OF THE MEETING OF THE ONEIDA COUNTY SPORTS FACILITY AUTHORITY

December 13, 2024, at 12:00 p.m.

1. **Call to order:** 12:11 a.m.
2. **Roll Call:** Greg Gaeta (Present), Joanne Gerace (Present), David Guido (Present) (Departed at 12:31 p.m.), Frank DuRoss (Present), Brian Noonan (Present), Tom Keeler (Present at 12:30 p.m.), Joe Johnson (Absent).
3. **Others Present:** Andrew Dean, Esq., Deputy County Attorney-Administration.
4. **Previous Minutes:** Motion by David Guido to approve the minutes of 9/13/24. Correction by Joanne Gerace to spelling of her name. Seconded by Frank DuRoss. Yes: 5 No: 0, the minutes are approved with correction.
5. **Reports by Audit Committee and Governance Committee.** Motion by Frank DuRoss to accept the reports of the Audit Committee and Governance Committee. Seconded by Greg Gaeta. Yes: 5, No: 0. The reports are accepted.
6. **Motion:** By Frank DuRoss to reappoint the members to the Audit Committee and Governance Committee for additional one-year terms. Seconded by David Guido. Yes: 5, No: 0. The members are reappointed to the committees for terms as follows:

Audit Committee

Joanne Gerace (Chairperson) (Reappointed for January 1, 2025 through December 31, 2025)

Tom Keeler (Reappointed for January 1, 2025 through December 31, 2025)

Greg Gaeta (Reappointed for January 1, 2025 through December 31, 2025)

Governance Committee

Brian Noonan, Chairperson (Reappointed for January 1, 2025 through December 31, 2025)

Dave Guido (Reappointed for January 1, 2025 through December 31, 2025)

Joe Johnson (Reappointed for January 1, 2025 through December 31, 2025)

7. **Discussion:**

- Proclamation provided to Roland DeCarlo.
- Bidding shell bids were too low, will retain for the winter and reassess next spring/summer.
- Status of bid process for turf project.
- Review of Board officer appointments. No changes are needed.
- Discussion regarding the status of concession stand. The concession stand will be demolished, and all property is being removed.
- Next meeting March 14, 2025.

8. **Adjourn.** Motion by Frank DuRoss to Adjourn. Seconded by Tom Keeler. Yes: 5, No: 0. Meeting adjourned.

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MINUTES OF THE MEETING OF THE SPORTS FACILITY AUTHORITY GOVERNANCE COMMITTEE

HELD ON December 13, 2024, AT 12:00 PM

Members Present: Brian Noonan, David Guido

Committee Business:

Brian Noonan called the committee meeting to order at 12:03 p.m.

Motion by Brian Noonan to approve the Governance Committee minutes of 12/8/2023. Seconded by David Guido. Yes: 2 No: 0, the minutes are approved.

The Committee reviewed the Bylaws of the Authority, the Code of Ethics, the Procurement Policy, the Whistleblower Policy, and the Mission Statement and Performance Goals. Motion by David Guido to recommend readoption of all such items without revision. Seconded by Brian Noonan. Yes: 2 No: 0, the recommendation is made.

Review of Annual Financial Disclosure Form. No action necessary.

Motion by Brian Noonan to recommend that the Authority redesignate Andrew Dean, Esq. as the Ethics Officer. Seconded by David Guido. Yes: 2 No: 0, the recommendation is made.

Motion by Brian Noonan to adjourn. Seconded by David Guido. Yes: 2, No. 0. The meeting is adjourned.



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MINUTES OF THE MEETING OF THE SPORTS FACILITY AUTHORITY AUDIT COMMITTEE

HELD ON December 13, 2024, AT 12:00 PM

Members Present: JoAnn Gerace, Gregory Gaeta

Authority Business:

JoAnn Gerace called the meeting to order at 12 p.m.

Motion by Greg Gaeta to approve the Audit Committee minutes of 12/8/2023. Seconded by Joanne Gerace Yes: 2 No: 0, the minutes are approved.

A review of section 5 of the Bylaws of the Authority, the Committee recommends to the Board that it readopt the Bylaws without revision.

A motion was made by Greg Gaeta to recommend that the Board readopt the Bylaws without revision. Seconded by Joann Gerace. Ayes: 2, Nays: 0. Motion adopted.

G. Gaeta reviewed the 2023 audit engagement letter. The Committee recommend to the Board that it approve continued use of auditor Pat Tykinski if there aren't significant price increases.

A motion was made by Greg Gaeta to recommend that the full Board approve auditor Patrick Tykinski. Seconded by Joann Gerace. Ayes: 2, Nays: 0. Motion adopted.

G. Gaeta reviewed the PARIS filing procedure. The same as last year, Greg and Tom will work together to complete the required information and that Greg will input in portal and present report to the full Board for final approval.

A discussion about the possibility of the Authority adding a debit or credit card for small purchases ultimately was tabled with the intent of discussion by the full board in the next board meeting.

A motion was made by Joann Gerace to adjourn the meeting of the Audit Committee at 12:20 p.m. Second by Greg Gaeta. Ayes: 2, Nays: 0. Motion adopted.