

GREATER ROCHESTER OUTDOOR SPORTS FACILITY CORPORATION

Minutes of Meeting Held

on

March 20, 2012

Members Present: T. Mazzullo, R. Gerbracht, C. Campbell, E. Caccamise

Others Present: J. Seil, R. Finnerty, J. LeBeau, R. Shepard

Chairman Mazzullo called the meeting to order at 1:20 PM.

Ms. Gerbracht moved the acceptance of the December 20, 2011 minutes, seconded by Mr. Caccamise, all approved.

Ms. Seil reported to the board that the Authority Budget Office notified GROSFC in January that it is considered a public authority since COMIDA is the sole member.

Upon motion by Ms. Gerbracht, seconded by Mr. Caccamise, all approved, the board approved the following officers and committees:

Theresa Mazzullo – Chair

Stephen Moore, Vice Chair

Hank Stuart, Secretary

Ann Burr, Treasurer

Rosalind Gerbracht, Asst. Treasurer

Judy Seil, Executive Director

Governance Committee

Hank Stuart, Chair

Clint Campbell

Theresa Mazzullo

Audit Committee

Ann Burr, Chair

Rosalind Gerbracht

Stephen Moore

Gary Larder

Finance Committee

Stephen Moore, Chair

Rosalind Gerbracht

Ann Burr

Mr. Shepard from the Bonadio Group reviewed the 2011 financial audit and noted that it is a clean, unqualified opinion. This audit was reviewed by the Greater Rochester Sports Authority board, which recommends that the GROSFC board accept it as presented. Ms. Seil noted that the financial bookkeeping is now being done by Delaine George in the Planning Department. This adds another layer of control and a separation of duties. Ms. Seil commended Norma Maier on handling the financials in the past. Upon motion by Ms. Gerbracht, seconded by Mr. Caccamise, all approved, the board accepted the 2011 financial audit as presented.

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Ms. Finnerty presented the following policies and asked for approval by the board:

- 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
- Policy for Tracking Inventory and Disposal of Assets
- Purchasing Policy
- Internal Controls Statement
- By Laws
- Governance Committee Charter
- Finance Committee Charter
- Audit Committee Charter

Mr. Caccamise made a motion to adopt the policies as presented, seconded by Ms. Gerbracht, all approved.

Ms. Seil and Ms. Finnerty reviewed the Mission Statement and Performance Measures. Upon motion by Ms. Gerbracht, seconded by Mr. Campbell, all approved, the board approved the Mission Statement and Performance Measures.

Ms. Seil stated that Request for Proposals for audit and legal services were issued last week. Responses are due back by March 23rd. The Governance Committee and Audit Committees will review the proposals electronically.

Mr. LeBeau reminded the board that opening day at Frontier Field is Saturday, April 7th and that the Scranton/Wilkes-Barre Yankees will be playing 39 games at Frontier Field this season.

The meeting was adjourned at 1:50 PM.

Next meeting is June 19th at 12:30 PM.

Submitted by:
Robin Finnerty