

**Finger Lakes Visitors Connection, Ontario County, New York
Board of Directors Annual Meeting Wednesday, October 19, 2011 8:00 a.m.
Cobtree Vacation Rental Resort, Geneva**

PRESENT

Jessica Bacher Carl Carlson
Bob Bennett Mike Roeder
Russ Kenyon Lisa Fitzgerald
Lois Kozlowski Mary Luckern
Dick Maltman
Mike Kauffman

EXCUSED

John Brahm
Suzanne Farley
Dan Fuller
Alexa Gifford
Frank Riccio

STAFF

Valerie Knoblauch
Sue Schmidt
Rebecca Donovan
David Lee

EX-OFFICIO

Alison Grems, Canandaigua Chamber
Spike Herzig, Geneva Chamber

WELCOME / INTRODUCTIONS – Chairman Mike Roeder called the meeting to order at 8:15 a.m. and thanked Robert Lawty for hosting the meeting at Cobtree Vacation Rental Resort. Robert Lawty welcomed everyone to Cobtree and gave a brief overview of the property and its history.

NOMINATING COMMITTEE – Lisa Fitzgerald reported for the Nominating Committee. Members of the committee contacted the current officers, all of whom agreed to remain in their positions. The Nominating Committee recommended the following Slate of Officers:

Chairperson - Mike Roeder
1st Vice Chair - Mike Kauffman
2nd Vice Chair - Bob Bennett
Secretary - Suzanne Farley
Treasurer - Frank Riccio

Lisa Fitzgerald moved to **approve the Slate of Officers recommended by the Nominating Committee**. Russ Kenyon seconded and the motion passed unanimously.

CHAIRPERSON'S REPORT – Mike Roeder noted the organization's focus on technology, mission and vision, and the new website during the past year, and expressed his intent to look at the Strategic Plan in the coming year. Mike Roeder appointed the Executive Committee, Governance Committee, and Audit Committee as standing committees.

OFFICIAL BUSINESS - Russ Kenyon moved to **appoint Fredericksen & Sirianni, LLP to perform the 2011-2012 audit**. Bob Bennett seconded, and the motion passed unanimously.

Valerie referred to the 2011-2012 budget presented at the September 14, 2011 meeting. Valerie has received the final numbers from the County, and will talk further with the County Treasurer regarding final quarter occupancy tax collections. As a result, there may be a slight adjustment to the income number in the near future. Russ Kenyon suggested checking past actual collections against what was reported to us. Valerie noted that she will continue to budget for no matching funds, as there is still some uncertainty about state funding. Lois Kozlowski moved to **approve the 2011-2012 budget in the amount of \$879,900.00**. Dick Maltman seconded, and the motion passed unanimously.

OFFICIAL BUSINESS continued

Valerie noted that the Key Bank checking account had been opened for Explore NY programs, but was not currently in use. The current balance is \$299.76 and there are no services fees being incurred. Dick Maltman recommended closing the account. Russ Kenyon moved to **authorize Valerie Knoblauch to close the Key Bank account.** Dick Maltman seconded and the motion passed unanimously.

Confirmation of Depositories – Russ Kenyon made a motion to **approve the following depositories:**

- Canandaigua National Bank – Checking
- Canandaigua National Bank – Savings
- Canandaigua National Bank – NYS Matching Funds
- Five Star Bank – Multi-County Account
- Five Star Bank – Mortgage Account
- Five Star Bank – Regional Account
- First Niagara – Reserve Account

Dick Maltman seconded and the motion passed unanimously.

Confirmation of Official Media Outlets – Bob Bennett made a motion to **approve the Daily Messenger and the Finger Lakes Times as official media outlets.** Mike Kauffman seconded and the motion passed unanimously.

Public Authorities Accountability Act – Valerie noted the requirement to report annually on certain policies and procedures. Russ Kenyon moved to **approve the current Procurement Policy.** Lisa Fitzgerald seconded and the motion passed unanimously. Russ Kenyon moved to **approve the current metrics (performance measures).** Lisa Fitzgerald seconded and the motion passed unanimously. Valerie noted that we have no investment policy, as none is needed for our organization.

ADJOURN – Mike Roeder adjourned the annual meeting at 8:45 a.m.