

# City of Albany Capital Resource Corporation

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Tracy Metzger, *Chair*  
Susan Pedo, *Vice Chair*  
Darius Shahinfar, *Treasurer*  
Lee Eck, *Secretary*  
Dominick Calsolaro  
Robert Schofield  
Jahkeen Hoke

Sarah Reginelli, *Chief Executive Officer*  
Mark Opalka, *Chief Financial Officer*  
William Kelly, *Agency Counsel*

## CRC MINUTES OF THE REGULAR BOARD MEETING March 21, 2019

Attending: Tracy Metzger, Darius Shahinfar, Susan Pedo, Robert Schofield, Lee Eck, Dominick Calsolaro, and Jahkeen Hoke

Also Present: Sarah Reginelli, William Kelly, Joe Scott, Mark Opalka, Joe Landy, Andy Corcione, Genevieve Zurowski, and Ashley Mohl

Chair Tracy Metzger called the Regular Board Meeting of the CRC to order at 1:21 p.m.

### Roll Call

Chair Tracy Metzger reported that all Board members were present.

### Reading of Minutes of the Regular Meeting of January 17, 2019

Since the minutes of the previous meeting had been distributed to Board members in advance for review, Chair Tracy Metzger made a proposal to dispense with the reading of the minutes.

### Approval of Minutes of the Regular Meeting of January 17, 2019

Chair Tracy Metzger made a proposal to approve the minutes of the Regular Board meeting of January 17, 2019 as presented. A motion to accept the minutes, as presented, was made by Darius Shahinfar and seconded by Robert Schofield. A vote being taken, the minutes were accepted unanimously.

### Report of Chief Financial Officer

Staff reviewed the monthly financial report with the Board.

### Unfinished Business

None.

### New Business

#### Albany Leadership Charter High School for Girls

Chair Tracy Metzger presented the *Public Hearing Resolution Albany Leadership High School for Girls Project* to the Board. The Applicant was present to answer any questions that the Board may have. The applicant explained that they are attempting to acquire property, located at 19 Hackett Boulevard, where they have rented for the last ten years. The acquisition of the building will help retain 57 full-time jobs. A motion to approve the *Public Hearing Resolution Albany Leadership High School for Girls Project* was made by Darius Shahinfar, and seconded by Lee Eck. A vote being taken, the motion passed unanimously.

Annual Reporting

Staff informed the Board that the Audit Committee met with Teal, Becker and Chiamonte to review the draft 2018 audited financial statements in detail. Susan Pedo, Chair of the Audit Committee, discussed the meeting and the audit, which received an unqualified opinion. A motion to accept the *Draft 2018 audited financial statements* was made by Lee Eck and seconded by Dominick Calsolaro. A vote being taken, the motion passed unanimously.

Staff individually reviewed the *Draft 2018 Annual Report, Draft 2018 Procurement Report, Draft 2018 Investment Report, and Draft 2018 Management Assessment of Internal Controls and Performance* with the Board. Staff advised the Board that the PARIS reports would be filed by the March 30th deadline. A motion to accept the *Draft 2018 Draft 2018 Annual Report, Draft 2018 Procurement Report, Draft 2018 Investment Report, and Draft 2018 Management Assessment of Internal Controls and Performance* was made by Robert Schofield and seconded by Lee Eck. A vote being taken, the motion passed unanimously.


**Other Business**

Corporation Update

None.

There being no further business, Chair Tracy Metzger adjourned the meeting at 1:32 p.m.

Respectfully submitted,

  
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Lee Eck, Secretary