

**CENTRAL NEW YORK REGIONAL MARKET AUTHORITY
QUARTERLY BOARD MEETING
Tuesday, December 12, 2023
5:30 PM**

PRESENT: G. Palmer, T. Emmi, J. Berenguer, R. Daratt, J. Delaney, P. Heider, A. Carvell, M. Mahar, T. Bonnofski, C. Pratt

ABSENT: J. Musumeci, T. Kerr, M. Broccoli

OTHER IN PERSON: Lexi Ali

OTHER ZOOM: Amanda Vitale

The meeting was called to order at 5:30 PM by Board President, Anthony Emmi.

APPROVAL OF AGENDA

Resolved: a motion was made by J.A. Delaney, and seconded by J. Berenguer to approve the agenda with the addition of the remote resolution under board discussion. All in favor; no one opposed; no one abstentions.

APPROVAL OF PRIOR MINUTES 11/7/23

Resolved: a motion was made by J. Berenguer, and seconded by P. Heider, to approve minutes from the 11/7/23 Regular Meeting of the Board of Directors as presented. All in favor; no one opposed; G. Palmer abstained.

APPROVAL OF PRIOR MINUTES 12/7/23

Resolved: a motion was made by R. Daratt, and seconded by J. Berenguer, to approve minutes from the 12/7/23 Emergency Meeting of the Board of Directors with the addition of T. Kerr as absent and C. Pratt and J. Berenguer who resolved to come out of executive session. All in favor; no one opposed; no abstentions.

2024 - 2025 BUDGET & RATES DISCUSSION

Am. Vitale discussed that the projected deficit was previously around \$1.1 Million, the current operating deficit is \$446,622.00, and after the proposed budget cuts and utilizing \$715,650.00 from the mortgage to help balance the budget, the projected year end deficit will be just over \$700,000.00. The current standing budget for Advertising and Promotions is \$19,282.09 and projected at \$50,000 due to last fiscal year, in the last quarter iHeartMedia

had charged us for services that were not agreed upon. As of right now, no resolution has been made and all advertising has been stopped. The Market has about \$28,000.00 in bills with iHeart that are not being paid until the issue is resolved. The budget is remaining as it stands in case there is an issue and the Market is required to pay any bills. There is monthly communication with iHeart regarding this matter. Travel expenses had a total spent of \$5,554.00 with a projected budget of \$12,500.00 due to the Nashville NAPMM expenses not being shown on the credit card bills yet as well as the NYS Farm Bureau Conference expenses. Also, the next NAPMM Conference will fall at the end of this fiscal year. Am. Vitale is proposing a significant decrease in travel expenses for the next fiscal year which requires management staff to pay part of their travel expenses out of pocket.

Am. Vitale presented the proposal of closing the Flea Market on Sundays from January to April. This would save on expenses such as employee overtime, snow removal, heating, and electricity. Benefits would be increased customer and vendor attendance and utilizing E Shed which is not typically full on Saturdays. Flea Market licenses have been signed, however they are revocable and we do have the right to reassign them as needed by management. Am. Vitale discussed the option of refunding license fees to Flea Market vendors who do not want to switch to Saturdays. R. Daratt recommended lowering the thermostat settings during the Saturday Markets. Am. Vitale proposed to set the temperature of the thermostats at 65 degrees.

Am. Vitale presented the proposed changes in the payroll budget. The first one being Am. Vitale to not receive a pay increase and forfeiting dental coverage for herself and family. Also, changing the Market Manager and Facilities Manager positions to salary rather than hourly positions. The salaries proposed are lower than what they would make if they worked on the higher end of their estimated overtime hours.

Resolved: a motion was made by J. Berenguer, and seconded by R. Daratt, to change the winter flea market to saturday and to decrease thermostats to 65. All in favor; no one opposed; no abstentions.

Resolved: a motion was made by C. Pratt, and seconded by R. Daratt, to allow a prorated credit or refund if, for any reason a vendor cannot attend on Saturdays. All in favor; no one opposed; no abstentions.

Resolved: a motion was made by J.A. Delaney, and seconded by P. Heider to go out of Regular Session and into Executive Session for the discussion of private personnel matters. All in favor; no one opposed; no abstentions.

Resolved: a motion was made by J.A. Delaney and seconded by C. Pratt to go out of Executive Session and into Regular Session. All in favor; no one opposed; no abstentions.

Resolved: a motion was made by C. Patt, and seconded by P. Heider to give the Executive Director the authority to change the Facilities Manager and Market Manager to a salaried rate effective January 1, 2024. The Facilities Manager will be set at an annual salary of \$88,000.00 and the annual salary for the Market Manager will be set at \$81,000.00. 9 in favor; G. Palmer opposed; no abstentions.

Resolution presented by Geoff Palmer for Remote Meeting Attendance

G. Palmer presented the resolution as follows; “Resolutions whereas Public Officers Law article 7 governs a public body in the state of New York conduct public business and perform a government function whereas open meetings law permits members of the public to participate at a physical meeting location at which a member participates and whereas the Central New York Regional Market recognizes the importance of meeting accessibility to members of the board as well as members of the public be it resolved that members of the Central New York Regional Market Authority Board of Directors may be considered in attendance at a meeting and count towards the quorum if the members are participating from a location that is open to the public as long as the member can be seen, heard and identified while the meeting is being conducted, and the location has been properly noticed to the public in advance to the meeting and is otherwise permitted under Public Officers Law 7”.

Resolved: a motion was made by J.A. Delaney, and seconded by J. Berenguer to pass the resolution as presented. All in favor; no one opposed; no abstentions.

BOARD DISCUSSION

Lupini Project Update

Am. Vitale presented the work being done by Lupini has been completed. The bill for the work has not been received yet, but will be reported to the Board once received.

National Grid Solar

Am. Vitale presented the solar agreement has been signed and the Market will be receiving some amount of savings on the bills.

Aflac

Am. Vitale said someone came in offering Aflac packages to the Market employees. This would not be a cost of the Market, it is the employees choice to opt-in. This would be a pre-tax deduction for employees on their paycheck. Am. Vitale will review the plans and offer it to employees if it is valuable.

NEXT MEETING

The next meeting of the Board of Directors will be on Tuesday, Jan 2nd at 3:00 PM in the conference room on the second floor of the Administration Building at 2100 Park Street.

ADJOURNMENT

Resolved: a motion was made by M. Mahar and seconded by C. Pratt to adjourn at 8:39 PM. All in favor; no one opposed; no abstentions.