

CENTRAL NEW YORK REGIONAL MARKET AUTHORITY
REGULAR BOARD MEETING
Tuesday, February 8, 2022
3:30 PM

PRESENT: C. Pratt, A. Emmi, R. Darratt, J. Berenguer

ZOOM: M. Broccoli, M.E. Chesbro, M. Mahar (left at 5:23PM), G. Palmer, K. Batman, J.A.Delaney

ABSENT: J. Musumeci, D.Ross, M. Thurston

OTHER: A.Vitale(in person), B. Vitale(in person), H. Poole(zoom)

The meeting was called to order at 3:40 PM by Board President, Chip Pratt.

APPROVAL OF AGENDA

A. Vitale recommended that the action item: Finance Committee presentation and 2022-23 Rules and Regulations, be moved to be discussed prior to the Budget Approval. A.Vitale also recommended the discussion of Wendy's lease and Byrne Dairy be moved to Executive Session.

Resolved: a motion was made by J.A. Delaney and seconded by K. Batman to approve the agenda. All in favor; no one opposed; no abstentions.

APPROVAL OF PRIOR MINUTES 10/05/2021

Resolved: a motion was made by J.A. Delaney and seconded by A. Emmi to approve prior minutes. Eight (8) in favor; no one opposed; G. Palmer and K. Batman abstained.

APPROVAL OF PRIOR MINUTES 01/11/2022

K. Batman recommended the year to be changed on the prior minutes to display the correct year.

Resolved: a motion was made by K. Batman and seconded by A. Emmi to approve prior minutes, following the date change. Eight (8) in favor; no one opposed; J.A. Delaney and R. Darratt abstained.

FINANCE COMMITTEE PRESENTATION; 2022/23 RATES FOR APPROVAL / 2022/23 5 YEAR BUDGET FOR APPROVAL

A. Vitale discusses the rate increases and the attempt in maintaining the same opportunities between farmers and dealers. A. Vitale compared the rate increase to other standing markets to ensure the amounts are acceptable. The new rates discussed were; 7% farmer license, 10% dealer lease and 6% for commercial leases. Daily rates have not seen an increase in 2 years, they will also have an increase of \$5.00. Delivery fees will not be increased at this time.

Resolved: a motion was made by K. Batman and seconded by J.A. Delaney to approve 2022/23 rates as presented. All in favor; no one opposed; no abstentions.

Resolved: a motion was made by J.A. Delaney and seconded by A. Emmi to approve the 5 year budget as presented. All in favor; no one opposed; no abstentions

GOVERNANCE COMMITTEE PRESENTATION

J.A. Delaney discussed the equal opportunities policy, ethics policy, conflict of interest policy, whistleblower policy and unclaimed checks policy. J.A. Delaney stated the Market should assign an Affirmative Action Officer by the Annual Board Meeting in April 2022. Also, the Market staff should create an internal process regarding reports of mistreatment of staff by vendors or customers.

Resolved: a motion was made by K. Batman and seconded by J. Berenguer to accept all policies discussed. All in favor; no one opposed; no abstentions.

FUTURE OF BUDA BUILDING

A. Vitale advised the Board that the previous tenants removed heaters from the building, that were Market property. Maintenance has been working to ensure there is a preventative in place so pipes do not freeze in the unit. Maintenance will be working in the upcoming weeks to clean, maintain and remove any signage remaining. A. Vitale mentions there has been a few potential tenants interested in the building, and will keep the Board updated on the status of new tenants.

2022-23 RULES AND REGULATIONS

A. Vitale presents the option of changing a few select rules and regulations.

1. **Existing Rule:** “Thursday, Saturday and Sunday, all Vendors must occupy their assigned stall(s) by **6:45 AM**, if for any reason the Vendor cannot arrive by **6:45 AM**, the Market must

be notified no later than **6:30 AM** in order for space to be held. If such notice is not provided, the stall(s) will be assigned on a daily basis to any approved applicant desiring to obtain a Permit for the same spot.”

2. **Changed Rule:** “Thursday, Saturday and Sunday, all Vendors must occupy their assigned stall(s) by **6:30 AM**. If for any reason, the Vendor cannot arrive by **6:30 AM**, the Market must be notified no later than **6:15 AM** in order for the space to be held. If such notice not provided, the stall(s) will be assigned on a daily basis to any approved applicant desiring to obtain a Permit for the same spot.”
3. **Existing Rule:** “The Authority prohibits the sale of and/or restricts the display of any item included but not limited to the following:”
4. **Changed Rule:** “The Authority prohibits the sale of and/or restricts the display **or use** of any items included but not limited to the following:”
5. **Existing Rule:** “Commercial-shall mean any person selling only non-consumable items on the Saturday/Thursday Farmers Market.”
6. **Changed Rule:** “Commercial-shall mean any person selling **products that they did not solely produce, with the exclusion of agricultural or agriculturally related items**, on the Saturday/Thursday Farmers Market.”

Resolved: a motion was made by J.A. Delaney and seconded by A. Emmi to accept all changes to the rules and regulations as presented. All in favor; no one opposed; no abstentions.

ABO WEBSITE REVIEW & UPDATES

A. Vitale notified the Board that the Authority’s website underwent an audit by the Authorities Budget Office (ABO), completed in January of 2022. The ABO required many updates/changes to the Market’s website. Some of which required approval of the Board of Directors; policies discussed during this meeting, new policies to be reviewed and information about the Board members. ABO is requesting employment information, professional background and contact information for each Board member to be on the CNYRMA website. The discussion of listing Board member information has been tabled to discuss at a future Board Meeting.

BOARD DISCUSSION

- A. Vitale discussed the upcoming NAPMM Conference, March 7-10, 2022 in New Orleans. Expenses were discussed such as travel, hotel and registration fees for Board members and staff.

Resolved: a motion was made by R. Darratt and seconded by J. Berenguer to approve travel for staff and Board members to the NAPMM conference in New Orleans. Nine (9) in favor; no one opposed; G. Palmer abstained.

A. Vitale mentioned the delay in check distribution due to who is authorized/available to sign check to the Boards attention. At this time the current authorized individuals are not consistently available, requiring changes to ensure checks are sent out in a timely manner. After some discussion,

Resolved; a motion was made by J.A. Delaney and seconded by K. Batman to approve the following members as authorized signers on the business checking account for the Central New York Regional Market Authority at M&T Bank: replace Randall Daratt with Jose Berenguer and replace John Musumeci with Anthony Emmi. Creating the slate of authorized signers to be:

Amanda Vitale - Executive Director
Norvall (Chip) Pratt - Board President
Anthony Emmi - Board Vice President
Jose Berenguer - Board Member

All in favor, no one opposed, no abstentions.

Resolved: a motion was made by J.A. Delaney and seconded by K. Batman to move out of regular session and into executive session for the purpose of discussing lease negotiations. All in favor; no one opposed; no abstentions.

Resolved: a motion was made by J.A. Delaney and seconded by A. Emmi to move out of executive session and back into regular session. All in favor; no one opposed; no abstentions.

Resolved: a motion was made by K. Batman and seconded by A. Emmi to provide a 6 month extension for Fox Hollow to allow time to negotiate a new lease. All in favor; no on opposed; no abstentions.

NEXT MEETING

The next meeting of the Board of Directors will be on March 15, 2022 at 6:30PM.

ADJOURNMENT

Resolved: a motion was made by M.E. Chesbro and seconded by G. Palmer to adjourn the meeting at 6:09PM. All in favor; no one opposed; no abstentions.