

**OGDENSBURG BRIDGE & PORT AUTHORITY**  
**FINANCE COMMITTEE MEETING**  
**MONDAY, FEBRUARY 24, 2020**

A meeting of the Finance Committee of the Ogdensburg Bridge and Port Authority was held in the boardroom of the Administration Building on Monday, February 24, 2020 at 3:30 PM.

The following were present:

Christopher B. T. Coffin, Committee Chair  
Vernon D. Burns, Board Chair  
David D. King, Member  
Steven J. Lawrence, Interim Executive Director  
John A. Rishe, Director of Commercial & Industrial Development  
Stephanie L. Saracco, Airport Manager

Committee Chair Coffin called the meeting to order at 3:30 PM.

I. Business Items


1. **January 2020 Financials.** There was a discussion of the January 2020 Financials. Committee Chair Christopher B. T. Coffin expressed his frustration with the deviations from budget. He stated that he suspects that they are owing to changes in staffing and a lack of communication during the budget process. Interim Executive Director Steven J. Lawrence acknowledged that there is a lack of organizational knowledge in the Accounting Department and that it has been very insulated from operations. Board Chair Vernon D. Burns requested that a legend for accounting abbreviations be attached to future financial reports.
2. **Airport Rates and Charges Discussion.** Airport Manager Stephanie L. Saracco presented her suggestions for changes to the Airport Rates and Charges Schedule. On a motion by David D. King, seconded by Vernon D. Burns, it was,

**RESOLVED**, that the Authority Board of Directors authorizes the enactment of the Rates and Charges 2020 Schedule.

A voice vote was called.

**MOTION MOVED TO FULL BOARD**

On a motion by Vernon D. Burns, seconded by David D. King, the meeting adjourned at 4:23 PM.



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**Christopher B. T. Coffin**  
**Finance Committee Chairperson**