Jefferson County Civic Facility Development Corporation
Annual Board Meeting Minutes
March 5, 2026

The Jefferson County Civic Facility Development Corporation held its annual board meeting on Thursday, March 5, 2026 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., Lisa L'Huillier, Paul Warneck, John Condino, W. Edward Walldroff

Excused: David Converse, William Johnson

Absent: None

Also Present: Marshall Weir, Jay Matteson, Dorena Kimball, Peggy Sampson, Robin Stephenson, Rob Aiken, Mark Mason Jr. (7 News)
Zoom: Justin Miller, Esq. (Harris Beach)

   I. **Call to Order:** Chairman Aliasso called the meeting to order at 9:54 a.m.

  II. **Minutes:** Minutes of the meeting held on January 8, 2026 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Ms. L'Huillier. All in favor. Carried.

 III. **Annual Meeting Resolution No. 03.05.2026.01** (including acceptance of Audit (JCIDA) and PARIS Reports, Ratification of Mission Statement, Property Disposition, Investment and Procurement Policies, Election of Officers/Board Committee Positions and Appointment of Staff) – A motion was made by Mr. Warneck to approve the resolution, seconded by Ms. L'Huillier. Roll call vote: Mr. Converse – Absent, Mr. Condino – Yea, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Absent, and Ms. L'Huillier – Yea. Carried.

  IV. **Treasurer's Report:** Mr. Warneck reviewed the financials for the income statement and balance sheet for the periods ending January 31, 2026 and February 28, 2026. A motion was made by Mr. Condino to accept the financial reports as presented, seconded by Mr. Warneck. All in favor. Carried.

   V. **Committee Reports:** None.

  VI. **Unfinished Business:** None.

 VII. **New Business:** None.

VIII. **Adjournment:** With no further business before the board, a motion to adjourn was made by Ms. L'Huillier, seconded by Mr. Warneck. All in favor. The meeting was adjourned at 9:57 a.m.

   Respectfully submitted,
   Peggy Sampson