

**MINUTES**  
**ALBANY PARKING AUTHORITY**  
**GOVERNANCE COMMITTEE MEETING**  
**November 15, 2023**

**1. Call to Order.**

The meeting of the Governance Committee was called to order at 9:31am, Friday, November 15, 2023, at the APA offices. Committee members in attendance were Board Chairman, Jeff Sperry, Committee Chair Jordine Jones and Christopher Burke. Jennifer Ceponis was excused. Present were Executive Director, Matthew Peter, Associate Director, Sean Palladino, General Counsel, Allan O'Brien, Special Assistant, Stephanie Wright, Senior Manager of Marketing, Kevin McClintock, Chief Budget Manager, Dariah Duncan and Legal Counsel, Thomas Owens.

**2. Acceptance of Minutes of Friday, February 20, 2023.**

Following review/discussion, a motion was made to accept the minutes of the February 20, 2023, Governance Committee meeting: motioned by Christopher Burke, seconded by Jordine Jones; passed 2-0.

**3. New Business.**

Executive Director, Matthew Peter, reviewed with the Committee that the Board is required to conduct an annual evaluation of its performance per the ABO. Each individual evaluation is kept confidential, however the summary of results will be provided to the ABO in March and reviewed by the Board. The evaluations are due back to the APA by the first week of January 2024.

Executive Director, Matthew Peter, reviewed with the Committee the attainment of the APA's 2023 performance goals. The Committee recommended one additional goal for 2024, to diversify its revenue stream by placing a greater emphasis on weekday event, daily, and tourist markets. The resolution approving the attainment of the 2023 performance goals and the 2024 goals will be brought before the Board in January and then submitted to the ABO.

Committee Assignments were reviewed and a positive recommendation to the Board was made that all current Committee members continue on their respective committee in 2024.

**4. Old Business.**

None.

**5. Executive Session.**

On a motion by Jennifer Ceponis, seconded by Christopher Burke and unanimously approved, the Committee entered into Executive Session at 9:49am to discuss the proposed acquisition of real property. On a motion by Christopher Burke, seconded by Jennifer Ceponis and unanimously approved, the Executive Session adjourned at 10:05am and returned to regular session. No actions were taken.

**6. Adjournment.**

There being no further business, a motion to adjourn was made by Christopher Burke, seconded by Jennifer Ceponis and passed unanimously at 10:06am.