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**MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY  
BOARD OF DIRECTORS**

**Executive Committee Meeting**

Tuesday, May 30, 2023 | 12:00 noon – 1:30 p.m.  
Dayton Convention Center, MCCFA Conference Room, 2<sup>nd</sup> Floor,  
22 E. Fifth Street, Dayton, OH 45402

**AGENDA**

- |       |                                                                                                      |             |
|-------|------------------------------------------------------------------------------------------------------|-------------|
| I.    | Roll Call – Call Meeting to Order                                                                    | Action      |
| II.   | Approval of Minutes of the March 28, 2023 Meeting                                                    | Action      |
| III.  | Board Educational Opportunities                                                                      | Action      |
|       | A. DACC City2City, Tampa, FL (Oct. 4-6, 2023)<br>(Dayton Area Chamber of Commerce)                   |             |
|       | B. ASAE Annual Meeting, Atlanta, GA (Aug. 5-8, 2023)<br>(American Society of Association Executives) |             |
|       | C. IAVM 2023, Pittsburgh, PA (July 31-Aug. 3, 2023)<br>(International Association of Venue Managers) |             |
| IV.   | Review DCC Capital Plan                                                                              | Action      |
| V.    | MCCFA Strategic Planning Task Force Update                                                           | Information |
| VI.   | Board Terms and Expirations                                                                          | Information |
| VII.  | Other Business                                                                                       | Information |
| VIII. | Next Meeting Date: July 25, 2023                                                                     | Information |
| IX.   | Adjournment                                                                                          | Action      |



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BOARD OF DIRECTORS**

**EXECUTIVE COMMITTEE**

Meeting Minutes

March 28, 2023 | 12:00 noon

Dayton Convention Center, MCCFA Conference Room  
22 E. Fifth Street, Dayton, OH 45402

**COMMITTEE MEMBERS PRESENT**

Mike Stevens, Chairperson; Belinda Kenley, Vice Chairperson; Amy Schrimpf, Secretary.

**COMMITTEE MEMBERS ABSENT**

None.

**STAFF AND GUESTS**

Walter Reynolds, Immediate Past Chairperson; Shannon Martin, Bricker & Eckler; Pam Plageman, MCCFA Executive Director/CEO; Teri Lemman, MCCFA Executive Assistant.

**I. Call to Order**

After roll call, Chairperson Stevens called the meeting to order at 12:18 p.m.

**II. Approval of the January 31, 2023 Minutes**

Chairperson Stevens asked the members for comments or corrections to the January 31, 2023 Executive Committee meeting minutes. Hearing none, he called for a motion.

**MOTION:** It was moved by Vice Chairperson Kenley, seconded by Secretary Schrimpf, and unanimously voted to approve the January 31, 2023 meeting minutes as presented.

**III. Executive Session**

Chairperson Stevens asked if there were matters before the committee requiring executive session. Hearing yes, he called for a motion to convene the executive session.

**MOTION:** It was moved by Secretary Schrimpf to convene an executive session of the committee to consider the purchase of certain real and personal property for public purposes, pursuant to the authority set out at Ohio Revised Code Sections 121.22(G)(2).

*JMS*

The motion was seconded by Vice Chairperson Kenley, and, following a roll call vote, unanimously approved to convene the executive session.

**MOTION:** It was moved by Vice Chairperson Kenley to adjourn executive session and return to public session.

The motion was seconded by Secretary Schrimpf, and, following a roll call vote, unanimously approved to return to open session.

**IV. New Officer Orientation**

Ms. Martin confirmed there is not a swearing-in process for Board officers. Ms. Plageman asked the officers what information they may need in their new roles. It was clarified that the officers' terms will expire at the end of this year. The Governance Committee is working on an appointment/reappointment schedule, and Ms. Martin recommended that the Board begin consideration of the nomination and election process in September. Ms. Martin said the Governance Committee may be working on position descriptions for officers and committees, and she suggested the Governance Committee could consider being responsible for ethics and public official training. It was agreed that Ms. Plageman and/or Chairperson Stevens will follow-up with Governance Committee Chairperson Tom Whelley regarding its activities and whether it has items for the upcoming Board meeting.

**V. Review and Take Action on Executive Director 2023 Bonus Goals**

Ms. Plageman reminded the committee of the draft executive director bonus goals presented at the January Executive Committee meeting. The committee asked Ms. Plageman to provide comments at the next meeting. Ms. Plageman presented her suggested edits, which were accepted by the Executive Committee.

**MOTION:** It was moved by Secretary Schrimpf to accept the edits to the executive director bonus goals for 2023 as presented by Ms. Plageman.

Vice Chairperson Kenley seconded the motion, and the motion was approved by unanimous consent.

The committee agreed to place the final bonus goals on the April 6, 2023 Board meeting agenda as an informational item. Chairperson Stevens suggested that Ms. Plageman identify specific accomplishments in her regular reporting. Ms. Plageman said she will continue to do so in her weekly reports.

**VI. Other Business**

No other business was presented.

**VII. Next Meeting Date:** Tuesday, May 30, 2023, 12 noon.

Chairperson Stevens announced the next meeting date is May 30, 2023 at 12 noon.

**VIII. Adjournment**

Chairperson Stevens requested a motion to adjourn.

**MOTION:** It was then moved by Secretary Schrimpf to adjourn the meeting.

Vice Chairperson Kenley seconded the motion and unanimously voted to adjourn at 1:47 p.m.

CERTIFICATE



Mike Stevens, Chairperson, Executive Committee  
Montgomery County Convention Facilities Authority