

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

Regular Meeting Minutes
Oct. 1, 2020 3:00 PM
via Telephonic/Electronic Means

BOARD OF DIRECTORS

PRESENT: Walter Reynolds, Chair, David Abney, Elizabeth Connor, Belinda Kenley, Mike Stevens, Kevin Weckesser, David Abney, Tom Whelley, LaShea Lofton Greg Brush and Jacquelyn Powell

EXCUSED: Jeff Gore

GUESTS: Sean Fraunfelter, Interim Fiscal Officer
Vicki Giambrone, CBD Advisors,
Shannon Martin and Lauren Curto, Bricker & Eckler
Joseph Parlette, City of Dayton

I. Roll Call

Mr. Reynolds called the meeting to order at 3:02 p.m. and Ms. Giambrone called the roll.

II. Approval of minutes of the September 3, 2020 Regular Meeting

Mr. Reynolds asked members of the Board if they had any edits to the minutes.

Mr. Reynolds called for the approval of the minutes.

MOTION: It was then moved by Ms. Connor and seconded by Ms. Kenley and unanimously approved via roll call "to approve the September 3, 2020 as submitted."

III. Reports and Communications from Officers of the Board

A. Fiscal Officer Report

1. Update on Development of Financial Policies

Mr. Fraunfelter presented drafts of the investment, capital asset, and accounting policies for input and review. The Board had a robust discussion of each draft policy, asking clarifying questions, suggesting changes and providing feedback. Mr. Fraunfelter stated he and Ms. Martin would bring the policies back at the November meeting with the Board's suggested changes, clarifications and recommendations.

2. Update on County Funding

Ms. Martin stated they are currently working through the last stages of the process and she hopes to have it resolved and approved by the Montgomery County Commission in the near future. Mr. Fraunfelter added that once the County's process is complete, an invoice will be sent, processed and the funds transferred to the MCCFA.

B. Report of Subcommittee - Executive Director Position and Search Process

Ms. Giambrone stated the Board and a few invited stakeholders had completed the first day of interviews, with a second day scheduled for October 2, 2020. She stated the

Board might need to schedule a special meeting prior to the November meeting in consideration of the recommendation.

C. Report of Domain name and establishment of email addresses for organization
Ms. Giambrone stated that the contract for email and web services is being reviewed by Ms. Martin and as soon as the MCCFA funds are available, the firm can get started.

D. Status of Directors and Officers insurance
Mr. Fraunfelter stated that with the Board's approval at the last Board meeting, he had worked with the Uhl Agency to get the policy issued. He added it is locked in at this time.

IV. Other Business

A. Board Training – Selected CFA, Legal, Compliance and Planning Topics
Ms. Martin shared with the Board that she wanted to set aside time at Board meetings to provide education and information regarding compliance and the legal issues of a public entity given some of the Board members are new to serving on a public body. She also stated the Board would be receiving information regarding planning topics such as approving the lodging tax and the transfer of assets to the Board.

V. Next Meeting Date

A. November 5, 2020 3:00 PM

VI. Adjournment

MOTION: It was motioned by Ms. Kenley and seconded by Mr. Abney and unanimously approved to adjourn at 3:40 PM.

CERTIFICATE

The undersigned Secretary of the Board of Directors of the Montgomery County Convention Facilities Authority hereby certifies that the foregoing is a true copy of the minutes of the October 1, 2020, meeting of the Board of Directors of said Convention Facilities Authority, as approved by the Board on November 5, 2020.

Secretary, Board of Directors
Montgomery County Convention Facilities
Authority

