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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS

Regular Meeting

Thursday, March 13, 2025

Dayton Convention Center, 22 E. Fifth St., Dayton, OH – Room 208 | 3:00 p.m.

AGENDA

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| I. | Roll Call – Call Meeting to Order | Action |
| II. | Declaration of Conflicts of Interest | Action |
| III. | Approval of Minutes of the February 6, 2025 Board Meeting | Action |
| IV. | Reports and Communications | |
| | A. Marketing & Branding Committee | |
| | 1. Receive Update Regarding DCC Art Acquisitions
<i>Presentation by Debbie Fredette, The Art Company</i> | Information |
| | B. Development & Operations Committee | |
| | 1. Review and Take Action on New Chandelier Purchase for
Rooms 305 and 306 | Action |
| | 2. Review and Take Action to Approve Audio Visual System for
Rooms 207 and 208 | Action |
| | C. Finance Committee Report | |
| | 1. Update on Accounting Software | Information |
| | 2. Update on Municipality Comparison of Convention Center
Range for Subsidy Thresholds | Information |
| | D. Fiscal Officer Report | |
| | 1. Review and Take Action Regarding ASM/DCC December
Financials and ASM/DCC Year-End Review with Michael King | Action |
| | 2. Review and Take Action Regarding CFA January 2025 Financials | Action |
| | E. Executive Director Report | |
| | 1. DCC General Manager Update by Michael King | Information |
| | 2. Hotel Lodging Tax Update | Information |

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| V. | Review and Take Action to Adopt a Virtual Meeting Policy
<i>(Presentation by Shannon Martin)</i> | Action |
| VI. | Executive Session – The committee will adjourn to executive session to consider the purchase of certain real and personal property for public purposes, pursuant to the authority set out at Ohio Revised Code Section 121.22(G)(2). Upon conclusion of the executive session, the committee will reconvene its public meeting. | |
| VII. | Other Business | |
| | A. Review and Take Action on Emergency Door Replacements | Action |
| VIII. | Next Meeting Date: Thursday, April 3, 2025, 3:00 p.m. | Information |
| IX. | Adjournment | Action |

For More Information, Contact Teri Lemman at tlemman@montgomerycountycfa.org | 937-535-5309



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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS

Regular Meeting Minutes

Thursday, February 6, 2025 | 3:00 p.m.

Room 208 | Dayton Convention Center, 22 E. 5th Street, Dayton, OH 45402

BOARD OF DIRECTORS

PRESENT: Mike Stevens, Chairperson; Belinda Kenley, Vice Chairperson; Amy Schrimpf, Secretary; LaShea Lofton; Richard Herbst; Paul Gruner (by phone; nonvoting); Jacquie Powell; Walter Reynolds; Michael Roediger

ABSENT: Tom Whelley (with notice)

STAFF

Pam Plageman, MCCFA Executive Director/CEO

Sean Fraunfelter, MCCFA Fiscal Officer

Shannon Martin, Bricker Graydon

Vicki Giambrone, CBD Advisors

Teri Lemman, MCCFA Executive Assistant

GUESTS

Michael King, General Manager, Dayton Convention Center/ASM Global

John Fabelo and David Weinberg, LWC

Jonathan Boeckling, Messer Construction

I. Roll Call

Ms. Lemman called the roll. With a quorum present, Chairperson Stevens called the meeting to order at 3:00 p.m.

II. Declaration of Conflicts of Interest

Chairperson Stevens asked the Board members to review the agenda and declare any conflicts of interest. None were provided.

III. Approval of Minutes of the January 2, 2025 Meeting

Chairperson Stevens asked for comments or edits to the January 2, 2025 Regular Meeting minutes. Hearing no comments or edits, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Roediger, seconded by Ms. Powell, and unanimously voted to approve the January 2, 2025 Regular Meeting minutes as presented.

IV. Reports and Communications

A. Executive Committee Report

1. Take Action to Approve Executive Director/CEO 2025 Compensation and Goals

Chairperson Stevens announced that this agenda item will be considered after the executive session discussion.

After returning from the executive session to discuss the Executive Director's compensation, Chairperson Stevens announced that the Board agreed to a market adjustment increase of 3%, totaling an annual salary of \$178,549 effective January 1, 2025, a bonus in the amount of \$31,202.82 which represents 90% achievement of Ms. Plageman's 2024 goals, in addition to the OPERS contribution. Chairperson Stevens said the Board believes Ms. Plageman has done a fantastic job, and the Board's evaluations were in line with Ms. Plageman's self-evaluation – an indication that both are on the same page. Ms. Plageman expressed her deep appreciation to the Board for its support and leadership.

MOTION: It was moved by Ms. Powell to approve the 2025 Executive Director's compensation package. Vice Chairperson Kenley seconded the motion, and hearing no further discussion, Chairperson Stevens called for a roll call vote. The roll call vote was unanimous.

B. Development & Operations Committee

1. Take Action to Approve the Allocation of Additional Lights and Ceiling Baffles in Hall B (*Presentation by LWC*)

Secretary Schrimpf presented a proposal to add additional lights and ceiling baffles in Hall B. She said the Development & Operations Committee heard from Mr. Fabelo and Mr. Weinberg regarding the design and cost, and the committee recommends approval. Mr. Fabelo and Mr. Weinberg presented a schematic of the design, which included installing new baffles and color-changing lights, in addition to reallocating some from the perimeter baffles in Hall C to Hall B to reduce the cost. Ms. Plageman said they received feedback following the recent NAACP event that the transition from Hall C to B lacked continuity and acoustic quality due to the lack of color-changing lights and

baffles. She said the owner's contingency will be used. The committee recommends allocating up to \$400K from the owner's contingency fund. Mr. Fabelo said it is more cost-effective to perform the work now because the contractors are in the building. Ms. Plageman said additional baffles will be ordered for on-hand inventory in the event of damage from sporting events. Responding to a question about the timeline to complete the installation, Mr. Boeckling said the materials can be ordered today, and it will take approximately two months to install after delivery. However, the electrical rough-in work can begin now. The installation can be completed by the end of the current contractual schedule, which is late-April. Hearing no further discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Secretary Schrimpf, seconded by Vice Chairperson Kenley, and voted unanimously to approve up to \$400K from owner's contingency to install additional lighting and baffles in Hall B, as recommended by the Development & Operations Committee.

2. Take Action to Ratify the Acquisition of New Banquet Tables

Secretary Schrimpf said the Development & Operations Committee recommends the purchase 200 new plastic 72" round banquet tables and 20 racks, in the amount of \$120,839.73 to replace the current wood tables. Mr. King said the plastic tables are one-quarter of the weight, and the current wood tables are splintered and damaged. Ms. Plageman said the owner's contingency will be used, and the old tables will be sold on GovDeals. Hearing no further questions or discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Vice Chairperson Kenley, seconded by Secretary Schrimpf, and voted unanimously to approve the purchase of 200 banquet tables and 20 carts, totaling \$120,839.73, from owner's contingency.

Ms. Lofton asked about the remaining owner's contingency amount and priorities. Ms. Plageman said Messer is quoting several Air Handling Units and, combined with remaining funds in the construction contingency fund, it may be possible to replace several AHUs. Mr. Fraunfelter said the contingency funds must be spent in October 2025 versus May 2025 which was reported earlier to the Board.

C. Marketing & Branding Committee

Vice Chairperson Kenley updated the Board on the January 30, 2025 Key-Ads digital marquee sponsor reception and related media exposure. She acknowledged the MCCFA and ASM teams for their organization and said a

couple sponsors have expressed interest in doing additional sponsorships in the building. Nick Keyes, Jr. was presented with the first Key Partner award.

D. Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer

1. Review and Take Action Regarding November 2024 ASM/DCC Financial Report

Mr. Fraunfelter presented the Dayton Convention Center's November 2024 financial report highlights. Receivables are being collected, and pre-pays have increased. Mr. King said they are honing in on operating expenses, and he will provide a detailed year-end review at next month's Board meeting. Will end the year with approximately 80 events and estimates there will be 90-95 events in 2025. Ms. Lofton said she wants to see the demographics of the events (how many are new or returning; something to tell us if people are adopting the new facility). Ms. Plageman said the center should host 200 events with a full hotel package. In response to a question, Ms. Plageman will find out how many events Sharonville has posted. Hearing no further discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Reynolds, seconded by Ms. Schrimpf, and unanimously voted to approve the November 2024 ASM/DCC Financial Report as presented.

2. Review and Take Action Regarding December 2024 CFA Financial Report

Mr. Fraunfelter presented the December highlights. The amended lodging tax collections were budgeted at \$4.2M up from the prior \$4.1M, and just over \$4.1M was collected. The ASM petty cash fund was deposited as Other Revenue. Moved additional money into reserves. Operating and Debt Service Reserves at the end of 2024 are over \$600K. Ms. Plageman pointed out the budget variance, which was \$459K better than budget, and it was a strong year financially.

Capital: Ended the year with \$1.2M in interest. Through the end of December, earned approx. \$2.6M. No Messer payments were made in December.

STAR Ohio accounts were earning about 4.70%; while RedTree with all commercial paper was 5.40%; those funds will be drawn out in March and deposited into the STAR Ohio account then spent as needed on construction expenses. Getting ready to close Bank of America account because we can keep our own accounts after other centers pushed back on switching accounts as well.

Chairperson Stevens asked if we have a plan for addressing subsidy thresholds in the future. Ms. Plageman said that while convention centers run at a loss, it is a goal to break even and reduce the subsidy. Ms. Powell suggested that the number of event days be a key success measurement. Ms. Lofton suggested that the Board receive training about acceptable subsidy thresholds to determine when we might be out of alignment and to determine controls to address them. Ms. Plageman thanked the Board for the recommendation and will address those with the Board in two months. Hearing no further discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Ms. Lofton, seconded by Vice Chairperson Kenley, and unanimously voted to approve the December 2024 CFA Financial Report as presented.

E. Executive Director Report – Pam Plageman, ED/CEO

1. DCC General Manager Update

Mr. King presented the DCC highlights and actual-to-budget numbers. There were approximately 5,000 people in the building for Ohayocon. He provided quality scorecard metrics for 2024 of survey responses. Ms. Lofton suggested this data be marketed on websites and social media.

2. Executive Director Report

Ms. Plageman congratulated ASM on the quality execution of the February 5 Dayton Development Coalition luncheon. Ms. Plageman provided the most recent hotel lodging tax collections.

V. Executive Session

Chairperson Stevens said there are matters before the Board relating to the purchase of certain real property for public purposes and the compensation of a public employee. He asked for a motion to adjourn to executive session.

MOTION: It was moved by Vice Chairperson Kenley to adjourn to executive session to: (1) consider the purchase of certain real and personal property for public purposes, pursuant to the authority set out at Ohio Revised code Section 121.22(G)(2); and (2) consider the compensation of a public employee, pursuant to the authority set out at Ohio Revised Code Section 121.22(G)(1).

The motion was seconded by Secretary Schrimpf. By roll call vote, the motion was approved unanimously.

All guests were excused from the executive session. Ms. Plageman and Ms. Lemman were excused for the public compensation discussion. Following the executive session, Chairperson Stevens asked for a motion to return to public session.

MOTION: It was moved by Mr. Roediger to return to public session. The motion was seconded by Ms. Lofton. By roll call vote, the motion was approved unanimously.

VI. Other Business

No other business was presented.

VII. Next Meeting Date

Chairperson Stevens announced the next meeting date is Thursday, March 6, 2025, beginning at 3:00 p.m., in Room 208.

VIII. Adjournment

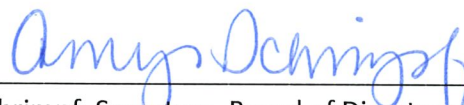
Chairperson Stevens called for a motion to adjourn.

MOTION: It was moved by Mr. Herbst, seconded by Mr. Reynolds, and voted unanimously to adjourn.

The meeting was adjourned at 4:25 p.m.

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 February 6, 2025 meeting of the Board of Directors of said Convention Facilities Authority, as approved by the Board on March 13, 2025.



Amy Schrimpf, Secretary, Board of Directors
Montgomery County Convention Facilities
Authority