



Progress | Hospitality | Growth

MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS

Regular Meeting

Thursday, August 7, 2025

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

and Virtually by Electronic/Telephonic Means

Contact Teri Lemman tlemman@montgomerycountycfa.org | 937-535-5309 for virtual link

AGENDA

- | | | |
|------|---|-------------|
| I. | Roll Call – Call Meeting to Order | Action |
| II. | Declaration of Conflicts of Interest | Action |
| III. | Approval of Minutes of the June 5, 2025 Regular Board Meeting | Action |
| IV. | Introduction of New MCCFA Team Members | Information |
| V. | Reports and Communications | |
| | A. Executive Committee | |
| | 1. Ohio Chamber of Commerce – Insurance Plan Overview/Action | Action |
| | B. Marketing & Branding Committee | |
| | 1. Ratify Budgeted/Allocated (Interest Income) \$50,000 for Phase 3 Art Acquisitions | Action |
| | C. Development & Operations Committee | |
| | 1. Review and Take Action Regarding Renewal of the ASM Global Management Agreement for Two Optional Five-Year Terms | Action |
| | 2. Review and Take Action on the Updated Budget to Convert the Dayton Convention Center Sales Suite to a Micro-Market | Action |
| | D. Finance Committee Report | |
| | 1. Review and Take Action Regarding ASM/DCC May Financials | Action |
| | 2. Review and Take Action Regarding CFA June Financials | Action |
| | 3. Review and Take Action Regarding Proposed 2025 Budget Amendment | Action |

E.	Fiscal Officer Report	
	1. Audit Update	Information
F.	Executive Director Report	
	1. DCC General Manager Update by Michael King	Information
	2. Hotel Lodging Tax Update	Information
	3. Strategic Plan Priorities Update	Information
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	
VIII.	Next Meeting Date: Thursday, September 4, 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, June 5, 2025 | 3:00 p.m.

Room 208 | Dayton Convention Center, 22 E. 5th Street, Dayton, OH 45402 and
Virtually by Electronic/Telephonic Means

BOARD OF DIRECTORS

PRESENT: Mike Stevens, Chairperson; Belinda Kenley, Vice Chairperson; Amy Schrimpf, Secretary; LaShea Lofton; Walter Reynolds; Jacquelyn Powell; Tom Whelley; Michael Roediger; Richard Herbst

ABSENT: Paul Gruner (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

Christina Combs, ASM Global/Dayton Convention Center, Director of Sales
Michael King, ASM Global/Dayton Convention Center, General Manager
Nate Brubaker, Hanson Audio Video

I. Roll Call

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

- Chairperson Stevens welcomed Christina Combs, ASM Director of Sales and Events, as a regular attendee to represent ASM at future Board meetings.
- Ms. Plageman announced that Ms. Lemman has resigned from her position effective July 4 and will work part-time as a contractor until a replacement is

onboard. She said a staff accountant will be hired to process lodging tax returns in addition to other financial tasks. Ms. Plageman said the MCCFA may need to offer a health insurance benefit, and she is researching options.

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 May 1, 2025, Meeting

Chairperson Stevens asked for comments or edits to the May 1, 2025, Regular Meeting minutes. Hearing no comments or edits, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Whelley, and seconded by Mr. Reynolds, to approve the May 1, 2025, Regular Meeting minutes by unanimous consent. Hearing no objections, the motion was approved by unanimous consent.

IV. Reports and Communications

A. Development & Operations Committee

1. Update Regarding Concord Hotel Development

Secretary Schrimpf said the committee met with the Concord Hospitality team on May 27 and discussed brand proposals. Ms. Plageman said an internal debriefing meeting was held with Bob Franz, Don Brown, and Shannon Martin to discuss the financing gap, progress toward NCA, and the debt service threshold. The next internal partner meeting is June 10 and a follow-up meeting with Concord Hospitality is scheduled for June 17. Ms. Plageman has briefed Shelley Dickstein and Michael Colbert on recent developments.

B. Finance Committee

1. Discuss and Take Action Regarding the MCCFA Accounting Policy

Mr. Fraunfelter presented the accounting policy update, which was created almost five years ago when the MCCFA was formed. Following the procurement policy update, an update to the accounting policy is needed to reflect current processes, such as allowing ACH transactions. Ms. Plageman said the Finance Committee reviewed it and has moved it forward to the Board. Hearing no additional questions or discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Reynolds, and seconded by Mr. Whelley, to approve, by unanimous consent, the revised MCCFA Accounting Policy as presented. Hearing no objections or discussion, Chairperson Stevens called for a voice vote, and the motion was approved by unanimous consent.

2. Discuss and Take Action Regarding the MCCFA Fund Balance Policy

Mr. Fraunfelter said one of the changes to the insurance policy was a request by the Finance Committee to set aside the \$50,000 general liability insurance deductible. It was initially allocated to the capital facilities reserve, but the Finance Committee requested it be allocated to the operating reserve. Hearing no additional questions or discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Roediger, and seconded by Mr. Whelley, to approve, by unanimous consent, the revised MCCFA Fund Balance Policy as presented. Hearing no objections or discussion, Chairperson Stevens called for a voice vote, and the motion was approved by unanimous consent.

3. Discuss and Take Action Regarding MCCFA Fiscal Officer Contract

Ms. Lofton said the Finance Committee reviewed Mr. Fraunfelter's contract, which expires June 30, 2025. Because there is no Board meeting in July, the Board is being asked to take action today.

Ms. Lofton said the Finance Committee has previously discussed revising the renewal dates for Mr. Fraunfelter's contract to coincide with the fiscal year. The contract renewal period will be July 1, 2025 through December 31, 2027, a total of 2.5 years. The Finance Committee also agreed to conduct a market rate study of Mr. Fraunfelter's position to ensure that Mr. Fraunfelter is fairly compensated for his value. Ms. Lofton has begun that review of comparable positions. Because the review may not be completed in the next couple months, the Finance Committee recommends approving \$105 per hour from July 1, 2025 through December 31, 2025, with a Not-to-Exceed amount of \$120 per hour from January 1, 2026 through December 31, 2027. Mr. Fraunfelter has proposed \$110 per hour. Mr. Whelley said he believes Mr. Fraunfelter is not compensated sufficiently, and Chairperson Stevens endorsed Mr. Fraunfelter's value and the market study. Hearing no additional questions or discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Roediger and seconded by Mr. Reynolds to approve, by unanimous consent, a rate of \$105 per hour through December 31, 2025, and a Not-to-Exceed rate of \$120 per hour from 1/1/2026 to thru 12/31/2027. Hearing no objections or discussion, Chairperson Stevens called for a voice vote, and the motion was approved by unanimous consent.

C. Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer

1. Review and Take Action Regarding March 2025 ASM/DCC Financials

Mr. King said attendance is down and rental income is up compared to the budgeted figures; ancillary income is down, mainly from F&B concessions. Salaries are down due to vacant positions. There was a slight increase in overall operating expenses. NOI is \$10,000 ahead of budget and \$40,000 ahead of budget compared to the previous year. YTD attendance is down; number of event days up; direct income up \$4,000 to budget. Working on F&B strategies to generate more sales. Other income, \$6,000 ahead of budget and \$21,000 from the prior year. He is working with Key Ads on additional advertising spots on the external marquee. On June 10, the internal displays will be ready for advertising and 100% of that revenue is retained by the DCC. Down \$36,000 on expense side. NOI is about \$14,000 favorable to budget and \$106,000 better than 2024. Hearing no further discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Vice Chairperson Kenley, and seconded by Secretary Schrimpf, to approve the March 2025 ASM/DCC Financial Report as presented with unanimous consent. Hearing no objections, the motion was approved by unanimous consent.

2. Review and Take Action Regarding April 2025 CFA Financials

Mr. Fraunfelter presented the April highlights. Revenue is up approximately \$18,000 over 2024 figures; sponsorship item new for 2025 and more rental income which helps revenue. Expenses are higher due to utilities; look at net change for 2025 about \$265K and last year it was \$140K but we are almost maxed out now for what we pay for debt service; if you back out debt service change, it's just over \$125K increase vs \$140,500 in 2024. There is approximately \$3.8 million remaining in the construction account at the end of April; working on Messer payments; arbitrage requirements are almost met which is due in August. Made the debt service payment at the end of May, and we are in compliance. April was a good month overall, so we were able to add additional funds to the various reserves. Hearing no further discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Roediger, and seconded by Mr. Reynolds, to approve the April 2025 CFA Financial Report as presented by unanimous consent. Hearing no objections, the motion was approved by unanimous consent.

3. Receive Update Regarding the 2024 Auditor of State Audit

Mr. Fraunfelter said the audit report was filed at the end of May. There may be a comment or adjustment regarding how OPERS payments are reported on the financial statements. There is no issue with the actual cash payments made to OPERS.

4. Receive Update Regarding the January-April 2025 DBE Report

Mr. Fraunfelter presented the quarterly DBE report data.

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

1. DCC General Manager Update

Ms. Combs and Mr. King presented the DCC highlights for event business, sales and marketing, and venue updates. Agenda Item VII(A) regarding the June 27, 2025 ribbon cutting ceremony and community open house was also discussed by Mr. King and Ms. Plageman.

2. Executive Director Report

Ms. Plageman provided the most recent hotel lodging tax collections and provided an update regarding the May NATO Parliamentary Assembly conference.

V. Ethics and Conflict of Interest Training – Part 2 by Shannon Martin

Ms. Martin presented training on Use of Artificial Intelligence and Automation Tools in Public Entity Administration.

VI. Executive Session

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

MOTION: It was moved by Vice Chairperson Kenley to 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).

The motion was seconded by Mr. Reynolds. By roll call vote, the motion was approved unanimously.

All guests were excused from the executive session. Following the executive session, Chairperson Stevens asked for a motion to return to public session.

MOTION: It was moved by Vice Chairperson Kenley to return to public session. The motion was seconded by Chairperson Stevens. By roll call vote, the motion was approved unanimously.

VII. Other Business

A. Receive Information Regarding June 27, 2025 Ribbon Cutting Ceremony and Community Open House

This item was discussed in Item IV(D)(1).

No other business was presented.

VIII. Next Meeting Date

Chairperson Stevens announced the next meeting date is Thursday, August 7, 2025, beginning at 3:00 p.m., in Room 208, and he reminded the Board there is no Board meeting in July.

IX. Adjournment

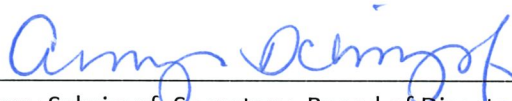
Chairperson Stevens called for a motion to adjourn.

MOTION: It was moved by Mr. Reynolds, and seconded by Ms. Lofton, to approve adjournment by unanimous consent. The motion was approved unanimously.

The meeting was adjourned at 5:18 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 June 5, 2025, meeting of the Board of Directors of said Convention Facilities Authority, as approved by the Board on August 7, 2025.



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