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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY  
BOARD OF DIRECTORS

Finance Committee Meeting

Thursday, October 16, 2025 | 3:00 p.m.

Dayton Convention Center, MCCFA Conference Room, 22 E Fifth Street  
Dayton, OH 45402 | Via Virtual Electronic and Telephonic Means

*Contact Sean Fraunfelter for Virtual Meeting Information at  
[sfraunfelter@montgomerycountycfa.org](mailto:sfraunfelter@montgomerycountycfa.org) 513-265-3045*

Agenda

- |       |  |             |
|-------|--|-------------|
| I.    | Roll Call – Call Meeting to Order                  | Action      |
| II.   | Review and Approve August 21, 2025 Meeting Minutes | Action      |
| III.  | Review and Recommend Approval of Financial Reports |             |
|       | A. ASM/DCC August 2025 Financials                  | Action      |
|       | B. MCCFA September 2025 Financials                 | Action      |
| IV.   | May-September DBE report                           | Information |
| V.    | Construction status/funding update                 | Information |
| VI.   | Retro Commissioning Report                         | Information |
| VII.  | Capital plan 2026-2030 update                      | Information |
| VIII. | Other Business                                     | Information |
| IX.   | Next meeting: November 20, 2025, 3:00 p.m.         | Information |
| X.    | Adjournment  | Action      |

For Additional Information Contact [sfraunfelter@montgomerycountycfa.org](mailto:sfraunfelter@montgomerycountycfa.org) | 513-265-3045



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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY  
BOARD OF DIRECTORS

Finance Committee Meeting Minutes

Thursday, August 21, 2025 | 3:00 p.m.

Virtually Via Telephonic/Electronic Means and In-Person, MCCFA Conference Room,  
Dayton Convention Center, 22 E. Fifth St., Dayton, OH 45402

**COMMITTEE MEMBERS PRESENT:** LaShea Lofton, Committee Chairperson; Tom Whelley

**COMMITTEE MEMBERS ABSENT:** Walter Reynolds

**STAFF PRESENT:** Sean Fraunfelter, MCCFA Fiscal Officer  
Pam Plageman, MCCFA Executive Director/CEO  
Arno Weller, MCCFA Staff Accountant  
Adrianna Templeton, MCCFA Executive Assistant

**GUEST:** Michael King, ASM Global, General Manager

**I. Roll Call – Call Meeting to Order**

Ms. Lofton called the meeting to order at 3:01 p.m. Mr. Fraunfelter called the roll.

**II. Review and Approve July 17, 2025, Meeting Minutes**

Ms. Lofton asked for comments or edits to the July 17, 2025, meeting minutes. Hearing none, she called for a motion to approve them.

**MOTION:** It was moved by Mr. Whelley seconded by Ms. Lofton, and voted unanimously to approve the July 17, 2025 Finance Committee meeting minutes as presented.

**III. Review and Recommend Approval of Financial Reports**

**A. ASM/DCC June 2025 Financials**

Mr. King went over the rolling forecast and financials. Although there were 17 events for the month, they were low attendance/revenue events. He advised that ASM is hoping to get LCID and AFTIC back next year. Mr. Whelley asked

what that likelihood is, and Mr. King said currently 50/50. Ms. Plageman advised we should set up time with Julie Sullivan to talk about these conferences. ASM is on par with budget if you look at the budget/total expenses on the financial statement highlights. ASM is running a Christmas in July promotion and an end of year promotion that ends in 2027 trying to generate more business. Ms. Lofton asked about the status of that sales blitz and Mr. King said the sales cycle is about 2-3 months but Kettering Health, Premier and Reynolds & Reynolds are on the books already. Ms. Plageman advised she is looking at other collaboration possibilities and incentives to generate new business.

**MOTION:** A motion to accept and forward the ASM June 2025 financial report for approval at the September 4, 2025, Board of Directors meeting was made by Ms. Lofton, seconded by Mr. Whelley, and approved unanimously.

**B. CFA July 2025 Financials**

Mr. Fraunfelter advised that Mr. Weller is getting acclimated and helping with the committee packet. The City of Dayton collections were received but Hotel Ardent was two months behind so that revenue isn't included. For the CFA, they paid \$23,422 during that same period. The CFA tax is higher than in the prior months as about \$49,000 received was related to hotels that were considered past due; Hotel Ardent being one of those. A large insurance payment that was due was made. At the end of the month, there was just under \$1.9M for operating funds (unrestricted and the reserve). For the construction account, only one payment to Messer was made but pay application #38 was just released this week.

**MOTION:** A motion to accept and forward the CFA July financial report for approval at the September 4th, 2025, Board of Directors meeting was made by Mr. Whelley, seconded by Ms. Lofton, and approved unanimously.

**IV. Construction status/funding update**

Mr. Fraunfelter presented the status of the construction funding. Ms. Plageman advised that we are reviewing pay app 39 and there will be one more pay app. The café will be treated separately. Funds are expected to be released by Messer and were built into the project and capturing the spend down. The balances will be shared at the next Finance Committee meeting when it is closer to being closed out. Ms. Lofton asked if we could provide an update on how the additional interest earnings were spent down. The update will be provided at the next meeting.

**V. Capital plan 2026-2030**

Ms. Plageman, Mr. King and Mr. Weller met and looked at priorities 1, 2 and 3 and discussed a plan/allocation for this. This year the budget was 65k and it has been withdrawn already. Priority for 2026 is getting control on the old air handlers in the building. Transforming it from manual to digital technology. The strategic plan is that every 5 years MCCFA will continue to upgrade/improve the facility. The capital plan will be presented with the budget in approximately November to the Finance Committee to be reviewed and then presented to the board. There was a report/study done on facility for renovations needed. Many of these priority items have already been handled. Reserves are in place if there is an emergency it will be covered with the reserves. Ms. Lofton advised we should share this report at the next board meeting. Ms. Plageman will work with Mr. King and Mr. Page to capture recommendations and what has been done.

**VI. Other Business**

Mr. Fraunfelter updated the audit. They made a financial change. It doesn't affect anything that the CFA does on a daily basis. They have the report and hopefully it will be signed by A&A at the end of this month. This is the same way we have been doing business, and this is the first year it has changed. Ms. Lofton advised that we put it in our notes if the audit changes process/procedures so that we can have back up for these changes.

**VII. Next Meeting**

The next meeting of the Finance Committee is September 18, 2025, from 3:00 – 4:00 p.m.

**VIII. Adjournment**

The meeting was adjourned at 3:32 p.m.

**CERTIFICATE**

The undersigned Chair of the Finance and Budget Committee of the Montgomery County Convention Facilities Authority hereby certifies that the foregoing is a true copy of the minutes of the July 17, 2025 meeting of the Finance Committee of said Convention Facilities Authority, as approved by the Finance Committee on August 21, 2025.

  
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LaShea Lofton, Chairperson  
Finance and Budget Committee  
Montgomery County Convention Facilities Authority