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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS

Regular Meeting of the Board of Directors

Thursday, December 5, 2024 | 3:00 p.m.
Room 208, Dayton Convention Center, 22 E. Fifth St., Dayton, OH 45402

AGENDA

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| I. | Roll Call – Call Meeting to Order | Action |
| II. | Declaration of Conflicts of Interest | Action |
| III. | Approval of November 7, 2024 Board Meeting Minutes | Action |
| IV. | Reports and Communications | |
| | A. Executive Committee Report | |
| | i. Receive Information Regarding Request of Governance Committee to Review Bylaws for Possible Changes to Officer Terms of Office | Information |
| | ii. Receive Information Regarding January 2025 Board Meeting Regarding Election of Officers, Appointment of Secretary, 2025 Meeting Schedule, and Recommendation for Executive Director’s 2024 Evaluation & 2025 Compensation | Information |
| | B. Finance Committee Report | |
| | i. Review and Take Action on Proposed Changes to MCCFA Procurement Policy | Action |
| | ii. Review and Take Action on 2025 Budget | Action |
| | C. Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer | |
| | i. Receive and Approve September 2024 ASM/DCC Financial Report | Action |
| | ii. Receive and Approve October MCCFA Financial Report | Action |
| | D. Executive Director Report – Pam Plageman, Executive Director/CEO | |
| | i. DCC General Manager Update by Michael King | Information |
| | ii. Hotel Lodging Tax Update | Information |
| V. | Executive Session – The Board 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 Board will reconvene its meeting of the Board of Directors. | |
| VI. | Other Business | |
| VII. | Next Meeting Date: Thursday, January 2, 2025, 3:00 p.m. | Information |
| VIII. | Adjournment | Action |
| | <i>Note: The Board will adjourn the meeting and convene in the VIP Suite for a holiday celebration. Although a quorum of the Board will be present, no action will be taken.</i> | |



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BOARD OF DIRECTORS

Regular Meeting Minutes

Thursday, November 7, 2024 | 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; Jacquie Powell; Michael Roediger (by phone, nonvoting); LaShea Lofton; Richard Herbst; Paul Gruner; Walter Reynolds

ABSENT: Amy Schrimpf; Tom Whelley (both with notice)

STAFF

Pam Plageman, MCCFA Executive Director/CEO
Sean Fraunfelter, MCCFA Fiscal Officer
Vicki Giambrone, CBD Advisors
Shannon Martin, Bricker Graydon
Teri Lemman, MCCFA Executive Assistant

GUESTS

Michael King, General Manager, Dayton Convention Center/ASM Global (by phone)

I. Roll Call

Ms. Lemman called the roll. With a quorum present, Chairperson Stevens called the meeting to order at 3:09 p.m.

II. Declaration of Conflicts of Interest

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

III. Approval of Minutes of the September 5, 2024 Meeting

Chairperson Stevens asked for comments or edits to the September 5, 2024 Regular Meeting minutes. Hearing no comments, Chairperson Stevens called for a motion.

MOTION: It was moved by Vice Chairperson Kenley, seconded by Mr. Herbst, and unanimously voted to approve the September 5, 2024 Regular Meeting minutes as presented.

IV. Reports and Communications

A. Executive Committee Report

i. Receive Information Regarding the Executive Director's Annual Evaluation

Chairperson Stevens said the Executive Committee is working on the process to review Ms. Plageman's 2024 performance and create her 2025 goals. With Ms. Giambrone's assistance, the committee is looking at the market, and Ms. Giambrone will send a survey to all Board members. The Executive Committee will review those results and draft a recommendation for the Board's action in January and presented for a vote at the February 2025 meeting.

B. Finance Committee Report

i. Receive Information Regarding the Ohio Auditor of State GAAP Award for Excellence in Financial Reporting for FY Ending 2023

Ms. Lofton presented the Ohio Auditor of State award for financial excellence for the second year in a row. As a new entity, she said the award indicates the Board's and staff's ability to manage public funds prudently. It was agreed that Ms. Plageman will notify the city and county leadership of the recognition, in addition to other stakeholders such as lodging partners.

ii. Review and Take Action on 2024 Budget Amendment

Mr. Fraunfelter presented the adjustments to support the final budget amendment for FY 2024. Mr. Reynolds thanked Ms. Martin and the Bricker Graydon firm for their willingness to reduce some legal fees.

MOTION: It was moved by Mr. Reynolds, seconded by Ms. Powell, and unanimously voted to approve the 2024 budget amendment.

C. Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer

i. Review and Approve August 2024 ASM/DCC Financial Report

Mr. Fraunfelter and Mr. King presented the Dayton Convention Center August 2024 financial report highlights. Revenues from July-August were up over \$500K, which closed the gap on the net loss. Holding about \$203K in advance deposits. Utility costs increased due to construction needs. Ms. Plageman said those will come down over the next several months with reduced construction and energy improvements. Hearing no further discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Reynolds, seconded by Vice Chairperson Kenley, and unanimously voted to approve the August 2024 ASM/DCC Financial Report as presented.

ii. Review and Approve September 2024 CFA Financial Reports

Mr. Fraunfelter presented the September highlights. \$279,628 was received from the City of Dayton for quarterly lodging, and we are close to budget with lodging tax collections for the fiscal year. Able to move additional funds into reserve accounts with the operating reserve being 12.5% of the 33% prior year budget amount. The debt service reserve is 41% of the required amount. July and August Messer payments were made during the month. With the Redtree account, one investment matures this month and three more mature in March. Anticipating another \$53K in interest by end of year. Under expenses, paid the deposit for HarborLink for the security camera project. Hearing no further discussion, Chairperson Stevens called for a motion.

MOTION: It was moved by Mr. Reynolds, seconded by Mr. Herbst, and unanimously voted to approve the August 2024 CFA Financial Report as presented.

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

i. DCC General Manager Update

Mr. King presented the DCC highlights and YTD-September financials. Highlights included the NAACP dinner where they served 1,000 people in 19 minutes. The Board expressed its appreciation. Mr. King said they are expecting 1,300 guests for the December 6 Reynolds & Reynolds holiday celebration.

ii. Executive Director Report

Ms. Plageman provided the most recent hotel lodging tax collections, which are trending above the anticipated amount.

V. MCCFA 2024-2028 Strategic Plan Update

Ms. Plageman provided a progress report on the 2024-2028 Strategic Plan.

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 Ms. Powell to adjourn to executive session to consider the purchase of 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.

Following the executive session, Chairperson Stevens asked for a motion to return to public session.

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

V. Other Business

Ms. Plageman and Ms. Lemman provided information on the Montgomery County Stillwater Center. With the Board's approval, the Board will adopt the residents by bringing gifts to the December Board meeting. Ms. Plageman also announced the December 3 Lunch & Learn for local economic development leaders, with a panel developed by altafiber. All Board members are invited to attend.

VII. Next Meeting Date

Chairperson Stevens announced the next meeting date and holiday celebration is Thursday, December 5, 2024, beginning at 3:00 p.m., in Room 208.

VII. Adjournment

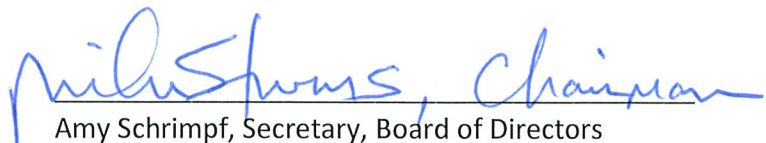
Chairperson Stevens called for a motion to adjourn.

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

The meeting was adjourned at 4:45 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 November 7, 2024 meeting of the Board of Directors of said Convention Facilities Authority, as approved by the Board on December 5, 2024.



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