

**Lorain Port and Finance Authority  
Board of Directors  
Regular Meeting  
Port Office  
Tuesday, March 8, 2022, at 7:00 p.m.**

**Board of Directors:** Ms. Bonilla; Messrs. Kuzsnir, Mullins, Nielsen, Scott,  
Sommers, Veard, Zellers and Zgonc (9)

**Staff:** Tom Brown, Executive Director  
Tiffany McClelland, Assistant Director  
Yvonne Smith, Accountant  
Kelsey Leyva-Smith, Office Manager  
Mike Brosky, Esq., Attorney

**Guests:** None

**I. Roll Call**

A. The meeting was called to order at 7:00 p.m. by Chairman Brad Mullins with roll call indicating a quorum present.

**II. Pledge of Allegiance**

**III. Disposition of Meeting Minutes**

A. February 8, 2022, Regular Board Meeting Minutes: Mrs. Leyva-Smith said she corrected the record retention schedule number in the bottom right corner and switched one "Mr." to "Ms." Mr. Vassie Scott said he was also listed as having attended but he was absent. Mr. Sommers moved to approve the minutes as corrected. Second by Mr. Zgonc. Motion carried.

**IV. Report of Officers**

**A. Chairman**

1. Correspondence received:

a. Mr. Brown said he got a letter from Waterfront Winterfest for a 5k event in May. They're asking for a fee waiver. Mr. Zgonc asked why it was moved? Mr. Brown said there is an attachment to Veteran's Park. He's told them numerous times that it's too far from Broadway and Trees and Trains. He's working on moving it back to Black River Landing. Mr. Zellers moved to approve the waiver. Second by Mr. Nielsen. Motion carried.

- b. Mr. Brown said he wanted to remind everyone that board officer elections are next month. He encouraged those interested to start campaigning or talking to other board members now.
- c. Mr. Brown said more bench swings will be arriving soon. Four are being installed right now.
- d. Mr. Brown said the Rockin' on the River schedule announcement will be at 12 p.m. on Tuesday, March 22 at the Port Office.

## **B. Executive Director**

1. The Summer Market: Mr. Brown said The Summer Market moved to Black River Landing in 2020 at no cost. We sponsored again in 2021 and the event grew exponentially. We now need to decide if we want to come up with a price or continue to sponsor. Mrs. Erin Stack offered sponsorship; our logo would be on everything. She's putting together a sponsorship package. A portion goes back to Blessings House and the community each year. Mr. Nielsen suggested marketing BRL at The Summer Market. Mr. Scott asked if we would be fundraising for the stage? Mr. Brown said he can insist we have a table to promote the stage project. Mr. Brown said he felt it necessary to come to the board since it's year three. Do we accept a package in lieu of the fee? Mr. Mullins said the turnout was phenomenal and it was great for the businesses. The event was well attended by all cities. Mr. Zellers said with covid-19 a little behind us, and they're doing well, it sounds like there in a good position. What kind of sponsorship would be fair? Mr. Kuszniir asked if we face any additional costs before or after their event? Mr. Brown said no, they're really good tenants. Mr. Nielsen said the electric was high for International Festival. They set up for a whole week. He agreed we need to look at revenue sources. Mr. Zellers said we have a chance to set a precedent. Mr. Nielsen said this year we would like a prime location of our choosing, and prominently shown in advertising. Mr. Zellers said he agrees and wants to charge the amount and negotiate the sponsorship. We didn't waive the fees. We traded. Mr. Mullins suggested a long-term deal with them.

Mr. Zellers said he liked the idea of a multi-year commitment. Mr. Brown will negotiate with Mrs. Stack and report back in April.

**V. Assistant Director**

- A. KIFBL Update: Ms. McClelland said the tentative date they're looking at leaving next Monday. She doesn't see it happening. We could be ready, but there's still ice coverage in the Great Lakes. They really want to be able to get through Chicago and keep going. She's guessing it'll be a couple of more weeks before they leave.

**VI. Report of Committees**

**A. Contract Management Committee**

1. 2022 Shuttle Boat Captain Agreement: Mr. Zellers said the agreement is identical to last year's. Mrs. Leyva-Smith said she is anticipating all six captains to return this season, and she will potentially be adding two more.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN INDEPENDENT CONTRACTOR AGREEMENT WITH SHIP CAPTAINS RELATIVE TO THE OPERATION OF THE SHUTTLE BOAT VESSELS IN 2022.**

Ms. Bonilla moved to approve Resolution No. 2022-05. Second by Mr. Veard. Roll call vote as follows:

**Ayes: 9                      Nays: 0                      Abstain: 0                      Resolution Passed**

2. 2022 History Tour Agreement: Mr. Zellers said the agreement is identical to last year's. Mrs. Leyva-Smith said she and Mr. Brown met with Ms. Barb Piscopo last week as she is looking to expand and offer more History Excursions this season. Ms. Bonilla and Mr. Kuszniir abstained due to the appearance of a conflict of interest.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE LORAIN HISTORICAL SOCIETY REGARDING THE 2022 HISTORY BOAT TOURS.**

Mr. Sommers moved to approve Resolution No. 2022-06. Second by Mr. Nielsen. Roll call vote as follows:

**Ayes: 7                      Nays: 0                      Abstain: 2                      Resolution Passed**

**B. Strategic Development Plan Committee**

1. Mr. Kuznir said he had no report.

**C. Marketing and Public Affairs Committee**

1. Mr. Nielsen said they have not met with the Water Taxi people. He will report once he has the meeting.

**D. Financial Planning and Audit Committee**

1. January 2022 Financial Statement: Mr. Kuznir said he met with Mrs. Smith to review January and February financials. Everything checked out and he recommended approval of both. Mr. Zellers moved to approve the January 2022 Financial Statement.
2. February 2022 Financial Statement: Mr. Scott moved to approve the February 2022 Financial Statement. Second by Mr. Sommers. Motion approved.
3. Records Retention Schedule Update: Mrs. Smith said we have to have a schedule with the Ohio Historical Society and Auditor of State to dispose of records. We last updated this in 2019. It needed to be updated and clarified again, and the new version was sent out in the board packet. Mr. Zellers moved to approve the update. Second by Mr. Veard. Motion carried.

**E. Bylaws and Personnel Committee**

1. Mr. Sommers said he had no report.

**VII. Other Business**

- A.** Mr. Zellers said he would like to hear about what Mr. Mullins and Mr. Nielsen think about elections. Mr. Mullins said he's happy to serve another term but is open to change. Mr. Zellers said he thought Mr. Mullins and Mr. Nielsen have done a great job but he wants to know if anyone else is interested. Mr. Nielsen said he was honored to serve but is also open to change. Mr. Sommers agreed with the board leadership. Mr. Zellers said what about having new blood so we're ready for transition? Mr. Nielsen agreed. The chairman does the heaviest lifting,

he said. Mr. Kuszniir said he would be interested in being vice chairman. Mr. Sommers suggested maybe looking at the bylaws and having two-year terms. Mr. Nielsen said he prefers the one-year term. He thinks it's healthy for any board to redetermine who it wants to be the leader. It's up to the board. Mr. Zellers said we have to have people interested. Are there others? Mr. Brown said he thinks this is good dialogue. He said he is open to answering questions. He said it's commonplace for board members to call each other to get nominations. Mr. Scott said he's always seen succession in boards. Mr. Nielsen said what about a second vice chair? Mr. Zgonc said Mr. Kuszniir works for the city. Will his job ever conflict with what we do? Mr. Brown said being a former city employee, he had to abstain from some items.

**VIII. Public Comment**

A. None.

**IX. Executive Session: Purposes of Property Disposition**

A. Mr. Zgonc moved to enter executive session. Second by Mr. Sommers. Roll call vote as follows:

**Ayes: 9                  Nays: 0                  Abstain: 0                  Motion Carried**

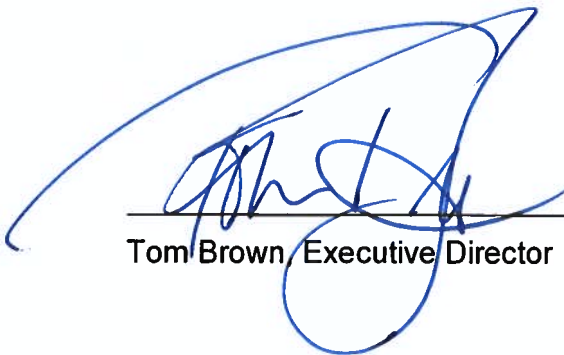
B. Mr. Scott moved to exit executive session. Second by Mr. Kuszniir. Motion carried.

**X. Adjournment**

A. There being no further business to come before the board, Mr. Scott moved to adjourn. Mr. Nielsen seconded. Meeting adjourned at 7:48 p.m.



Brad Mullins, Chairman



Tom Brown, Executive Director