

**Lorain Port and Finance Authority  
Board of Directors  
Regular Meeting  
Port Office  
Tuesday, August 9, 2022, at 7:00 p.m.**

**Board of Directors:** Ms. Bonilla; Messrs. Mullins, Nielsen, Scott, Sommers,  
Veard, Zellers and Zgonc (8)

**Staff:** Tiffany McClelland, Assistant Director  
Yvonne Smith, Accountant  
Kelsey Leyva-Smith, Office Manager

**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. Report of Officers**

**IV. Disposition of Meeting Minutes**

A. May 10, 2022, Regular Board Meeting: Mr. Zellers moved to approve the meeting minutes. Second by Mr. Veard. Motion carried.

B. June 14, 2022, Regular Board Meeting: Ms. Bonilla moved to approve the meeting minutes. Second by Mr. Sommers. Motion carried.

C. July 11, 2022, Regular Board Meeting: Mrs. Leyva-Smith said Mr. Zgonc and Mr. Zellers need to be removed as attendees from the top of page one. With changes, Mr. Sommers moved to approve the meeting minutes. Second by Mr. Nielsen. Motion carried.

**D. Chairman**

1. Correspondence received:

a. Lorain County Section of the National Council of Negro Women Request Letter: Ms. McClelland said the request is for a fee waiver for the group to use the Train Station in October. This group does volunteer work for us. We will still require a deposit. It's a nice event. We're asking for a motion

to approve the rental fee waiver. Mr. Scott moved to approve. Second by Mr. Zellers. Motion carried.

**E. Executive Director**

1. Commendation for Matthew Kuszniir: As you all know, we like to recognize the board members with a commendation. He finished Tom's term and was reappointed for a full four years. Motion to approve by Mr. Scott. Second by Mr. Zellers.

Mr. Mullins presented:

**A RESOLUTION COMMENDING MATTHEW KUSZNIR FOR HIS OUTSTANDING SERVICE, DEDICATION AND COMMITMENT TO THE LORAIN PORT AND FINANCE AUTHORITY.**

Mr. Scott moved to approve Resolution No. 2022-17. Second by Mr. Zellers. Roll call vote as follows:

**Ayes: 8                      Nays: 0                      Abstain: 0                      Resolution Passed**

2. Stage Update and next steps: Ms. McClelland said the presentation went well and some tv stations picked up the story. So far, the feedback has been great. Channel 5 did a great story. She and Mr. Brown have hit the ground approaching potential funders and they are getting positive feedback from them, too. Ms. McClelland encouraged board members to provide contact information for anyone they think we should approach. Mr. Mullins said he thinks it should have been a smaller venue. The video looked great, but the space made the runout look sparse. He added that we could have done a better job by having the private investors come to the unveiling instead of having to do it twice. He thinks that we should also develop sponsorship levels and maybe redo the palace thing and hopefully get 300-400 people. Mr. Zgonc asked who was reaching out and following up with potential donors? He said he's gotten feedback that the pictures showing the connection to Broadway is confusing to some people. Ms. McClelland said she got good feedback from a local architect, but she thinks clarifying the funding and phases is a good idea. Mr. Scott said one of the challenges we'll have to address is, yes, we need access to Broadway, but why do we need a

new stage? He thinks we'll need to address that eventually. Number two, what about the Morning Journal? Mrs. McClelland explained that although she and Mr. Brown invited the Journal in advance, they are so short staffed the story ran two days after The Chronicle and a MJ reporter was there in person. Even the Journal Managing Editor Darryl Tucker hadn't taken the time to watch the video by Friday night and the event was Thursday. Mr. Veard said he has been negotiating with Northwest Bank to get the parking lot and building for the last year and a half. They are hard to work with. He said Fifth Third may want out of their space, which lines up to about where the Caboose is now. That's another option. The board agreed to talk more next meeting and include it on the agenda so Mr. Brown can be present.

3. The Summer Market Report: Ms. McClelland said the organizers had a very successful Friday and Saturday. They had their largest number of vendors this year. The vendors did well, but costs for the event went up. Everything they needed was more expensive. Tents were twice as expensive. All-in-all everyone is extremely happy. Ms. McClelland said we need a motion for clarification. We discussed in March about negotiating a rental fee with The Summer Market. We went back and forth on what to do and didn't report back to the board after talking to Mrs. Erin Stack. The group did pay for the use of the site. As Mr. Zellers previously suggested, we are asking to sponsor them \$2,100, the same amount as the fee. Mrs. Smith said it's a retroactive sponsorship. Mr. Nielsen moved to approve the sponsorship. Second by Mr. Zellers. Motion carried.
4. BrewFest August 13 Port Tent: Ms. McClelland said we have had a tent at Rockin on the River this summer. We have the opportunity to do so at BrewFest. We need board members who are interested in working the tent if we do this as Mr. Brown and Ms. McClelland are not available. If no one wants to, we will not have the tent. Mr. Zellers asked about the time frame? Ms. McClelland said it's from 12-6p on Saturday, August 13, plus putting the tent up before and after? Mr. Scott asked who sets up the tent? Ms. McClelland said usually she or Mr. Brown set it up. She said she could help

set it up. Mr. Scott asked how much activity is involved? Ms. McClelland said it's a lot of talking. Mr. Nielsen said for a minimum \$20, they give people a stage t-shirt and collect contact information. He imagines that would be the same at BrewFest. Mr. Mullins questioned if people drinking beer samples would want to talk about the stage? After a short discussion, the board agreed to skip having the tent at BrewFest. Wear your stage t-shirt if you attend BrewFest.

## **V. Report of Committees**

### **A. Contract Management Committee**

1. Mr. Zellers said he had no report.

### **B. Strategic Development Plan Committee**

1. Mr. Mullins said there is no report.

### **C. Marketing and Public Affairs Committee**

1. Mr. Nielsen said he had no report.

### **D. Financial Planning and Audit Committee**

1. June 2022 Financial Statement: Mr. Sommers said he reviewed the financials with Mrs. Smith and moved to approve the financial statement. Second by Mr. Zellers. Motion carried.
2. July 2022 Financial Statement: Mr. Sommers said he reviewed the July financials and moved to approve them. Second by Ms. Bonilla. Motion carried.

### **E. Bylaws and Personnel Committee**

1. Mr. Sommers said he had no report.

## **VI. Other Business**

- A. Caboose: Mr. Nielsen said little to nothing has happen to caboose since last meeting. He wants to know what the board's wishes are if they continue to do nothing? He was initially caught up in the idea of having a caboose on the site and he's now concerned about who's going to take care of it in 10 years. Mr. Nielsen suggested having a mechanism in place to keep the caboose pristine. Mr. Scott advised using caution. Mr. Nielsen suggested maybe taking ownership eventually. Mr. Zellers suggested a conversation. Other board members

mentioned the presentation last month, and how money isn't their issue. The board agreed to continue to wait until the end of fall to evaluate the progress and have another conversation.

**VII. Public Comment**

A. None.

**VIII. Adjournment**

A. There being no further business to come before the board, Mr. Scott moved to adjourn. Mr. Zellers seconded. Meeting adjourned at 7:39 p.m.



Brad Mullins, Chairman



Tiffany McClelland, Assistant Director