

**Lorain Port and Finance Authority**  
Board of Directors Regular Meeting  
Tuesday, February 13, 2024, at 6:00 p.m.  
Port Office

**AGENDA**

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- I. Roll Call
- II. Pledge of Allegiance
- III. Disposition of Meeting Minutes
  - A. December 12, 2023, Contract Management Committee Meeting
  - B. January 12, 2024, Regular Board Meeting
- IV. Report of Officers
  - A. Chairman
    - 1. Correspondence received:
  - B. Executive Director
    - 1. ARPA Agreement with the City of Lorain  
*Staff Presenter: Tom Brown, Executive Director*
  - C. Assistant Director
    - 1. Property Transfer Agreement: Resolution No. 2024-\_\_  
*Staff Presenter: Tiffany McClelland, Assistant Director*
    - 2. Purchase Agreement: Resolution No. 2024-\_\_  
*Staff Presenter: Tiffany McClelland, Assistant Director*
- V. Report of Committees
  - A. Contract Management Committee
    - 1. Copier Lease Comparison: Motion to approve  
*Staff Presenter: Kelsey Leyva Smith, Office Manager*
    - 2. 2024 Lighthouse Tour Agreement: Resolution No. 2024-\_\_  
*Staff Presenter: Kelsey Leyva Smith, Office Manager*
    - 3. 2024 History Tour Agreement: Resolution No. 2024-\_\_  
*Staff Presenter: Kelsey Leyva Smith, Office Manager*
    - 4. 2024 Shuttle Boat Captain Agreement: Resolution No. 2024-\_\_  
*Staff Presenter: Kelsey Leyva Smith, Office Manager*

B. Strategic Development Plan Committee

C. Marketing and Public Affairs Committee

1. BrewFest Presentation

*Staff Presenter: Tom Brown, Executive Director*

2. Solar Eclipse Event: Monday, April 8, 2024

*Staff Presenter: Tom Brown, Executive Director*

3. Port 60<sup>th</sup> Anniversary: Saturday, May 4, 2024

*Staff Presenter: Tom Brown, Executive Director*

D. Financial Planning and Audit Committee

1. January 2024 Financial Statement: Motion to approve

*Staff presenter: Yvonne Smith, Accountant*

E. Bylaws & Personnel Committee

- VI. Other Business
- VII. Public Comment
- VIII. Executive Session: Property Disposition and Personnel
- IX. Adjournment