

**Lake County Convention and Visitors Bureau
D/B/A South Shore Convention and Visitors Authority
Minutes of October 16, 2019
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The Board of Directors of the Lake County Convention and Visitors Bureau
Met in a **REGULAR MEETING**
at View Restaurant at Centennial Park
1005 S. Centennial Dr., Munster, IN 46321
Wednesday, October 16, 2019 at 12:00 P.M. (C. S. T.)
PURSUANT TO AND IN ACCORDANCE WITH THE BYLAWS AND STANDING RULES

I. Roll Call

Chairman Andy Qunell called the October 16, 2019 meeting of the Lake County Convention and Visitors Bureau to order at 12:02 P.M. (C.S.T.). Secretary Chareice White called the roll.

The roll call was as follows:

Present: Brent Brashier, Tom Dabertin, Bernie Grisolia, John Kiernan, Matthew Maloney, Chris Rich, Matthew Schuffert, Bridget Streck, Dr. W.F. "Bill" Wellman, Chareice White, and Andy Qunell

Absent: Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch

Also present were President/CEO Speros A. Batistatos, Vice President Katie Holderby, Chief Financial Officer Cathy Svetanoff, Chief Marketing Officer Heather Becerra, Chief Technology Officer Luke Weinman, Director of Communications Erika Dahl, Executive Assistant Peggy Parkinson, and Attorney James Magrames.

II. Pledge Of Allegiance

A. The pledge was recited.

III. Report Of The Executive Committees

1. None to present.

IV. Report Of The Standing Committees

1. None to present.

V. Staff Reports

- A. Vice President Katie Holderby stated the following:
1. The visitor center numbers were slightly down compared to last year but were increasing going into the holiday season.
 2. Hotel occupancy rates were up over the 2018 reports.
 3. A Christmas Story exhibit would be opening Saturday, November 9, 2019.

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*** Chairman Qunell sought a motion to take the agenda out of order to allow guest speaker, Dustin Anderson, Town of Munster, to speak earlier in the meeting due to a conflict in his schedule.

- a. Hearing no further questions, Vice Chairman Brent Brashier motioned and Member Matthew Schuffert seconded to approve the motion as submitted.
- b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.

VI. Old Business

- a. None to present.

VII. New Business

A. Addition of New Items to the Agenda

1. None to present.

B. Approval of Minutes of Previous Meetings

1. Chairman Qunell sought approval of the Executive Meeting minutes from September 19, 2019.
 - a. Hearing no further questions, Vice Chairman Brashier motioned and Member Matthew Maloney seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.
2. Chairman Qunell sought approval of the Regular Meeting minutes from September 19, 2019.
 - a. Hearing no further questions, Vice Chairman Brashier motioned and Member Maloney seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.

C. Finance Report

1. Chief Financial Officer sought approval for vouchers #23420 through #23516 in the amount of \$769,752.21 for October 16, 2019.
 - a. Hearing no further questions, Member W.F. "Bill" Wellman motioned and Member Chris Rich seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.

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D. Resolutions

1. President/CEO Batistatos sought a motion to approve **Resolution No. 2019-10-16: An Update To Resolution 2006-04-14 Section 3. Fees Charged: A Resolution Creating A Partnership Program For The Lake County Convention And Visitors Bureau.**
 - a. Hearing no further questions, Member Wellman motioned and Member Schuffert seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.

2. President/CEO Batistatos sought a motion to approve **Resolution No. 2019-10-17: A Resolution Adopting Policies For Gift Shop Sales, Rental Fees, And Other Miscellaneous Fees For The Year 2020.**
 - a. Hearing no further questions, Member Tom Dabertin motioned and Member Bernie Grisolia seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.

3. President/CEO Batistatos sought a motion to approve **Resolution No. 2019-10-18: A Resolution Authorizing A Fund Transfer From The Alternate Fund To The Indiana Society Of Chicago Event Partnership Fund.**
 - a. Hearing no further questions, Member Matt Maloney motioned and Member Chris Rich seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.

4. President/CEO Batistatos sought a motion to approve **Resolution No. 2019-10-19: A Resolution Approving The Disposal Of Certain Fixed Assets.**
 - a. Hearing no further questions, Member Tom Dabertin motioned and Member Schuffert seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.

5. President/CEO Batistatos sought a motion to **Repeal Resolution No. 2006-11-32: A Resolution Amending The Partnership Program For The Lake County Convention and Visitors Bureau.**

Rationale: Resolution 2006-11-32 is an update to Resolution 2006-04-14 relative to Fees Charged (see titles above). Partnership Fees and packages are now included in Resolution No. 2019-10-16 as noted above and will be updated annually in this resolution.

 - a. Hearing no further questions, Treasurer John Kiernan motioned and Vice Chairman Brent Brashier seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.

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E. Other New Business

1. President/CEO Spero Batistatos sought a motion to approve the 2020 Health Insurance Renewal with an annual cost savings of more than \$21,800. The effective date of the annual renewal is November 1, 2019.
 - a. Hearing no further questions, Member Dabertin motioned and Member Schuffert seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 11-0-0. Members Paul Anderson, Christine Cash, Jahnae Erpenbach, Nikki Lopez, Darnail Lyles, Douglas Spencer, Larry Tucker, and Ed Welch were absent.
2. CFO Cathy Svetanoff provided a third quarter finance report and discussed internal control training requirements for new board members. The training would take place in November and December, or as needed to accommodate board member schedules.

VIII. Public Presentations

- a. Terri Velligan, United Bridge Partners, gave the board an update on the Cline Avenue Bridge project expected to open in the Spring 2020.
- b. Dustin Anderson, Munster Town Manager, gave the board an update on happenings within the town, including the new storm structures for Little Calumet and new retail development in the northwest corner of the intersection and Calumet Avenue and 45th Avenue.

IX. Miscellaneous Matters

A. Dates to Remember

1. Meetings

1. **Next Regular Meeting** - Thursday, November 21, 2019 - Noon (C.S.T.)
- Boardroom- South Shore Convention and Visitors Authority, 7770
Corinne Dr., Hammond, IN 46323

X. Public Comment

- A. Two (2) minutes maximum per person or five (5) minutes for a group spokesperson. Please keep your comments civil and constructive to policy issues. The Chair, at his/her sole discretion, may recognize individuals wishing to speak on different topics at any time and may end the Public Comment Session. All speakers will be timed. This portion of the meeting shall not exceed then (10) minutes.

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XI. Adjournment

Hearing of no other business to come before the board, Chairman Qunell adjourned the meeting. The meeting adjourned at 1:17 p.m. (C.S.T.).

Approved:

Andy Qunell, Chairman

Attest:

Chareice White, Secretary