

**Lake County Convention and Visitors Bureau
D/B/A South Shore Convention and Visitors Authority
Minutes of April 16, 2020
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The Board of Directors of the Lake County Convention and Visitors Bureau
Met in a **REGULAR MEETING**
via Zoom Conference Teleconference due to Gov. Eric Holcomb
Public Health Emergency Declarations
7770 Corinne Dr., Hammond, IN 46323
Thursday, April 16, 2020 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 April 16, 2020 meeting of the Lake County Convention and Visitors Bureau to order at 12:00 P.M. (C.S.T.). Executive Assistant Peggy Parkinson called the roll.

The roll call was as follows:

Present: Brent Brashier, Christine Cash, Tom Dabertin, Bernie Grisolia, Nikki Lopez, Darnail Lyles, Matthew Maloney, Chris Rich, Kyle Ropac, Douglas Spencer, Bridget Streck, Chareice White, and Andy Qunell

Previous version - approved at May 20, 2020 board meeting:

Absent: Paul Anderson, Tom Dabertin, Jahnae Erpenbach, Kyle Ropac, Ed Welch, and Dr. W.F. "Bill" Wellman

Corrected minutes - approval at July 16, 2020 board meeting:

Absent: Paul Anderson, Jahnae Erpenbach, Matthew Schuffert, Larry Tucker, Ed Welch, and Dr. W.F. "Bill" Wellman

Also present via Zoom were President/CEO Speros A. Batistatos, Chief Financial Officer Cathy Svetanoff, Chief Marketing Officer Heather Becerra, Chief Technology Officer Luke Weinman, Director of Communications Erika Dahl, Director of Human Resources Rik Brankle-Pizczek Executive Assistant Peggy Parkinson, and Attorney James Magrames.

Public Guest(s): Dan Carden, The Times – Reporter

II. Pledge Of Allegiance

A. The pledge was not recited due to the remote meeting.

III. Report Of The Executive Committees

A. None to present.

IV. Report Of The Standing Committees

A. None to present.

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V. Staff Reports

1. No staff reports were presented due to the nature of the meeting.

VI. Old Business

- A. Kingery Printing – Contract – Print 2020 Visitor Guides - \$36,000 (allows for overage if needed over \$34,818.70 quote) – includes increased printing, binding, and additional packaging costs.
 - This item was not acted upon and will be revisited in the future given the current Public Health Pandemic.

VII. New Business

A. Addition of New Items to the Agenda

1. President/CEO Spero Batistatos introduced a new item, **Resolution 2020-04-10**: A Resolution Addressing The Use Of An Electronic Signature Or Signature Stamp During An Emergency Situation. Chairman Andy Qunell sought a motion to move this item to follow the other Resolution agenda items.
 - a. Hearing no further questions, Member Tom Dabertin motioned and Member Bernie Grisolia seconded to move the item as requested.
 - b. Motion carried unanimously by voice vote 13-0-0. Members Paul Anderson, Jahane Erpenbach, Matt Schuffert, Larry Tucker, Ed Welch, and W.F. “Bill” Wellman were absent.

B. Approval of Minutes of Previous Meetings

1. Chairman Qunell sought approval of the Regular Meeting minutes from March 19, 2020.
 - a. Hearing no further questions, Member Chris Rich motioned and Treasurer Nikki Lopez seconded to approve the motion as submitted.
 - b. Motion carried unanimously by voice vote 13-0-0. Members Paul Anderson, Jahane Erpenbach, Matt Schuffert, Larry Tucker, Ed Welch, and W.F. “Bill” Wellman were absent.

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C. Finance Report

1. Chairman Qunell sought approval for vouchers #24123 through #24197 in the amount of \$573,027.92 for April 16, 2020.
 - a. Hearing no further questions, Member Dabertin motioned and Member Matt Maloney seconded to approve the motion as submitted.
 - b. Motion carried unanimously by roll call vote 13-0-0.

	Present	Absent
Paul Anderson	_____	___X__
Brent Brashier	___X__	_____
Christine Cash	___X__	_____
Tom Dabertin	___X__	_____
Jahnae Erpenbach	_____	___X__
Bernie Grisolia	___X__	_____
Nikki Lopez	___X__	_____
Darnail Lyles	___X__	_____
Matthew Maloney	___X__	_____
Chris Rich	___X__	_____
Kyle Ropac	___X__	_____
Matthew Schuffert	_____	___X__
Douglas Spencer	___X__	_____
Bridget Streck	___X__	_____
Larry Tucker	_____	___X__
Ed Welch	_____	___X__
Dr. W.F. "Bill" Wellman	_____	___X__
Chareice White	___X__	_____
Andy Qunell	___X__	_____
Chairman		

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D. Resolutions

1. President/CEO Batistatos sought a motion to approve Resolution No. 2020-04-05: A Resolution In Response To The State Board Of Accounts State Examiner Directive 2020-1: Timely Deposit Of Funds And Approval Of Claims During Emergency Situations.
 - a. Hearing no further questions, Member Chris Rich motioned and Treasurer Nikki Lopez seconded to approve the motion as submitted.
 - b. Motion carried unanimously by roll call vote 13-0-0.

	Present	Absent
Paul Anderson	___	__X__
Brent Brashier	__X__	___
Christine Cash	__X__	___
Tom Dabertin	__X__	___
Jahnae Erpenbach	___	__X__
Bernie Grisolia	__X__	___
Nikki Lopez	__X__	___
Darnail Lyles	__X__	___
Matthew Maloney	__X__	___
Chris Rich	__X__	___
Kyle Ropac	__X__	___
Matthew Schuffert	___	__X__
Douglas Spencer	__X__	___
Bridget Streck	__X__	___
Larry Tucker	___	__X__
Ed Welch	___	__X__
Dr. W.F. "Bill" Wellman	___	__X__
Chareice White	__X__	___
Andy Qunell	__X__	___
Chairman		

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2. President/CEO Batistatos sought a motion to approve Resolution No. 2020-04-06: A Resolution Authorizing The Creation Of An Employee Vacation Time Donation Program.
 - a. Hearing no further questions, Member Grisolia motioned and Member Dabertin seconded to approve the motion as submitted.
 - b. Motion carried unanimously by roll call vote 13-0-0.

	Present	Absent
Paul Anderson	_____	___X___
Brent Brashier	___X___	_____
Christine Cash	___X___	_____
Tom Dabertin	___X___	_____
Jahnae Erpenbach	_____	___X___
Bernie Grisolia	___X___	_____
Nikki Lopez	___X___	_____
Darnail Lyles	___X___	_____
Matthew Maloney	___X___	_____
Chris Rich	___X___	_____
Kyle Ropac	___X___	_____
Matthew Schuffert	_____	___X___
Douglas Spencer	___X___	_____
Bridget Streck	___X___	_____
Larry Tucker	_____	___X___
Ed Welch	_____	___X___
Dr. W.F. "Bill" Wellman	_____	___X___
Chareice White	___X___	_____
Andy Qunell	___X___	_____
Chairman	_____	_____

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3. President/CEO Batistatos sought a motion to approve Resolution No. 2020-04-07: A Resolution To Supplement Resolution No. 2020-03-04: Adopting Emergency Policies and Protocols.
 - a. Hearing no further questions, Secretary Chareice White motioned and Member Doug Spencer seconded to approve the motion as submitted.
 - b. Motion carried unanimously by roll call vote 13-0-0.

	Present	Absent
Paul Anderson	_____	___X___
Brent Brashier	___X___	_____
Christine Cash	___X___	_____
Tom Dabertin	___X___	_____
Jahnae Erpenbach	_____	___X___
Bernie Grisolia	___X___	_____
Nikki Lopez	___X___	_____
Darnail Lyles	___X___	_____
Matthew Maloney	___X___	_____
Chris Rich	___X___	_____
Kyle Ropac	___X___	_____
Matthew Schuffert	_____	___X___
Douglas Spencer	___X___	_____
Bridget Streck	___X___	_____
Larry Tucker	_____	___X___
Ed Welch	_____	___X___
Dr. W.F. "Bill" Wellman	_____	___X___
Chareice White	___X___	_____
Andy Qunell	___X___	_____
Chairman	_____	_____

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4. President/CEO Batistatos sought a motion to approve Resolution No. 2020-04-08: A Resolution To Supplement Resolution No. 2020-03-04: Adopting Emergency Policies and Protocols.
- a. Hearing no further questions, Member Dabertin motioned and Treasurer Lopez seconded to approve the motion as submitted.
 - b. Motion carried unanimously by roll call vote 13-0-0.

	Present	Absent
Paul Anderson	___	__X__
Brent Brashier	__X__	___
Christine Cash	__X__	___
Tom Dabertin	__X__	___
Jahnae Erpenbach	___	__X__
Bernie Grisolia	__X__	___
Nikki Lopez	__X__	___
Darnail Lyles	__X__	___
Matthew Maloney	__X__	___
Chris Rich	__X__	___
Kyle Ropac	__X__	___
Matthew Schuffert	___	__X__
Douglas Spencer	__X__	___
Bridget Streck	__X__	___
Larry Tucker	___	__X__
Ed Welch	___	__X__
Dr. W.F. "Bill" Wellman	___	__X__
Chareice White	__X__	___
Andy Qunell	__X__	___
Chairman		

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5. President/CEO Batistatos sought a motion to approve Resolution No. 2020-04-09: A Resolution Addressing The Temporary Transfer of Funds During An Emergency Situation.
 - a. Hearing no further questions, Member Rich motioned and Member Grisolia seconded to approve the motion as submitted.
 - b. Motion carried unanimously by roll call vote 13-0-0.

	Present	Absent
Paul Anderson	___	__X__
Brent Brashier	__X__	___
Christine Cash	__X__	___
Tom Dabertin	__X__	___
Jahnae Erpenbach	___	__X__
Bernie Grisolia	__X__	___
Nikki Lopez	__X__	___
Darnail Lyles	__X__	___
Matthew Maloney	__X__	___
Chris Rich	__X__	___
Kyle Ropac	__X__	___
Matthew Schuffert	___	__X__
Douglas Spencer	__X__	___
Bridget Streck	__X__	___
Larry Tucker	___	__X__
Ed Welch	___	__X__
Dr. W.F. "Bill" Wellman	___	__X__
Chareice White	__X__	___
Andy Qunell	__X__	___
Chairman		

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6. President/CEO Batistatos sought a motion to approve Resolution No. 2020-04-10: A Resolution Addressing The Use Of An Electronic Signature Or Signature Stamp During An Emergency Situation.
 - a. Hearing no further questions, Member Dabertin motioned and Member Grisolia seconded to approve the motion as submitted.
 - b. Motion carried unanimously by roll call vote 13-0-0.

	Present	Absent
Paul Anderson	___	__X__
Brent Brashier	__X__	___
Christine Cash	__X__	___
Tom Dabertin	__X__	___
Jahnae Erpenbach	___	__X__
Bernie Grisolia	__X__	___
Nikki Lopez	__X__	___
Darnail Lyles	__X__	___
Matthew Maloney	__X__	___
Chris Rich	__X__	___
Kyle Ropac	__X__	___
Matthew Schuffert	___	__X__
Douglas Spencer	__X__	___
Bridget Streck	__X__	___
Larry Tucker	___	__X__
Ed Welch	___	__X__
Dr. W.F. "Bill" Wellman	___	__X__
Chareice White	__X__	___
Andy Qunell	__X__	___
Chairman		

E. Other New Business

1. None to present.

VIII. Public Presentations

- A. None to present.

IX. Miscellaneous Matters

A. Dates to Remember

1. Meetings
 1. **Next Regular Meeting** - Wednesday, May 20, 2020 - Noon - IBEW, 7200 Mississippi St., Merrillville, IN 46410 - Tentative

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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.

No public comments were made.

XI. Adjournment

Hearing of no other business to come before the board, Chairman Qunell adjourned the meeting. Motioned by Member Dabertin, seconded by Member Grisolia. The meeting adjourned at 12:40 p.m. (C.S.T.).

Approved:

Andy Qunell, Chairman

Attest:

Chareice White, Secretary