

**Lake County Convention and Visitors Bureau
D/B/A South Shore Convention and Visitors Authority
Minutes of May 19, 2022**

Board of Directors of the Lake County Convention and Visitors Bureau
Met in a **REGULAR MEETING**
Kube Sports Complex
2895 J.F. Mahoney Dr, Hammond, IN 46323
Thursday, May 19, 2022 at 12:00 PM (CST)

PURSUANT TO AND IN ACCORDANCE WITH THE BYLAWS AND
STANDING RULES

MEETING MINUTES

I. REPORTS

A. Roll Call

Chairman Andy Qunell called the May 19, 2022 meeting of the Lake County Convention and Visitors Bureau to order at 12:02 P.M. (CST). Secretary Chareice White called the roll.

The roll call was as follows:

Board Members Present: Christine Cash, Tom Dabertin (via phone), Sal Espino, Bernie Grisolia, Pete Klideres, Fred Koegel, Darnail Lyles, Matt Maloney, Patrick Reardon (via phone), Matt Schuffert, Doug Spencer, Larry Tucker, Terry Velligan, Chareice White, and Andy Qunell.

Taryl Bonds arrived @ 12:30 P.M.

Board Members Absent: Brent Brashier, Nikki Lopez, and Pete Schroeder

Staff Present: Interim President/CEO & CFO Cathy Svetanoff, Chief Administrative Officer Rik Brankle-Piszczek, Chief Marketing Officer Heather Becerra, Manager of Accounting Megan Grezovski, and Video Production Manager Jeff Sanderson.

Also Present: Attorney Scott McClure

B. Pledge Of Allegiance

The Pledge of Allegiance was recited.

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C. Report of the Executive Committee

None to Present.

D. Report of the Standing Committee

1. Dillinger Collection Update

Board member Tom Dabertin provided an update on the status of the collection. Attorney Scott McClure and Interim President/CEO Cathy Svetanoff contact Mr. Jeffrey Scalf by phone to obtain additional information. Mr. Scalf intends to provide more information in late June.

E. Staff Reports

Interim President/CEO & CFO Cathy Svetanoff updated the board on the on the progress of the concrete/terrazzo project at the Indiana Welcome Center and the decision to hold off on replacing the roof of the Indiana Welcome Center until Fall 2023, per the roof study completed by Shive Hattery. Ms. Svetanoff also indicated that she has been in contact with Mr. Phil Taillon and the City of Hammond offering the SSCVA's assistance in marketing and promotion of the Festival of the Lakes.

Chief Marketing Officer, Heather Becerra, showed the board the most recent video created by the Video Production Manager, Jeff Sanderson that displays the importance and purpose of the South Shore CVA to the community.

The board requested that the video be sent to all the municipalities and inquired about what additional marketing can be done with the video.

II. OLD BUSINESS

A. Capital Projects: Terrazzo/Concrete - Walker Construction Company - \$34,650.00

Member Bernie Grisolia updated the board on the progress of the project. He indicated that he reviewed the multiple bids and recommended to the board that they accept the bid from Walker Concrete to complete the project.

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The board indicated that they want to maintain the shape of the state of Indiana, even with an additional cost.

Member Bernie Grisolia motioned to approve the contract from Walker Concrete to complete the front entrance to the Indiana Welcome Center. Member Christine Cash seconded the motion.

Secretary Chareice White called a roll call vote.

Ayes: Christine Cash, Tom Dabertin, Sal Espino, Bernie Grisolia, Pete Klideres, Fred Koegel, Darnail Lyles, Matt Maloney, Patrick Reardon, Matt Schuffert, Doug Spencer, Larry Tucker, Terry Velligan, Chareice White, and Andy Qunell.

Nayes: None

Abstain: None

Motion carried 15-0-0

B. Conflict of Interest Forms – Board Member and Appointment Authority Completion

The board members were reminded by Chairman Andy Qunell to complete these forms if they have not already done so.

C. Walkable USA: Sponsorship Agreement - \$15,000

Interim President & CEO, Cathy Svetanoff stated that House Painter Media, LLC has agreed to allow the South Shore CVA to utilize the final video/documentary footage as part of its future marketing efforts.

Member Matt Schuffert motioned to approve the Walkable USA Sponsorship Agreement for \$15,000. Member Darnail Lyles seconded the motion.

Secretary Chareice White called a roll call vote.

Ayes: Taryl Bonds, Christine Cash, Tom Dabertin, Sal Espino, Bernie Grisolia, Pete Klideres, Fred Koegel, Darnail Lyles, Matt

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Maloney, Patrick Reardon, Matt Schuffert, Doug Spencer,
Larry Tucker, Terry Velligan, Chareice White, and Andy
Qunell.

Nayes: None

Abstain: None

Motion carried 16-0-0

IV. NEW BUSINESS

A. Addition of New Items to Agenda

None.

B. Approval of Minutes of Previous Meetings

1. Regular Meeting Minutes from April 21, 2022

Chairman Qunell asked for a motion to approve the minutes from the regular meeting held on April 21st, 2022. Motion was made by Member Matt Schuffert and seconded by Member Terry Velligan.

Motion carried by voice vote. 16-0-0.

2. Executive Session Minutes from April 21, 2022

Chairman Qunell asked for a motion to approve the minutes from the executive session held on April 21st, 2022. Motion was made by Member Christine Cash and seconded by Member Tom Dabertin.

Motion carried by voice vote. 16-0-0.

3. Special Meeting Minutes from April 25, 2022

Chairman Qunell asked for a motion to approve the minutes from the special meeting held on April 25th, 2022. Motion was made by Member Matt Schuffert and seconded by Member Sal Espino.

Motion carried by voice vote. 16-0-0.

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4. Executive Session Minutes from March 17, 2022

Chairman Qunell asked for a motion to approve the minutes from the executive session held on March 17th, 2022. Motion was made by Member Terry Velligan and seconded by Member Taryl Bonds.

Motion carried by voice vote. 16-0-0.

C. Finance Report

1. Approval of Claims: APV #26282-#26367 in the Amount of \$844,546.34

Interim President/CEO, Cathy Svetanoff gave a brief explanation of the voucher amounts for the month.

Chairman Andy Qunell asked for a motion to approve claims #26282-#26367 in the amount of \$844,546.34. Treasurer Matt Maloney made the motion and was seconded by Member Matt Schuffert.

Secretary Chareice White called a roll call vote.

Ayes: Taryl Bonds, Christine Cash, Tom Dabertin, Sal Espino, Bernie Grisolia, Pete Klideres, Fred Koegel, Darnail Lyles, Matt Maloney, Patrick Reardon, Matt Schuffert, Doug Spencer, Larry Tucker, Terry Velligan, Chareice White, and Andy Qunell.

Nayes: None

Abstain: None

Motion carried 16-0-0

D. Resolutions

None

E. Other New Business

1. David Uran, President/CEO Contract Approval

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Chairman Andy Qunell indicated that all the board members have had the opportunity to review the proposed contract for the new President/CEO of the South Shore CVA. Chairman Qunell asks if any one has any questions or concerns about the contract. No issues were raised by any member.

Attorney Scott McClure suggested that the contract be approved with an amendment to Section 6: Incentive Compensation. The board will have 90 days to create the incentive plan metrics for the new President/CEO.

Member Matt Schuffert motioned to approve the contract for David Uran, President & CEO of the South Shore CVA with the suggested terms made by Attorney Scott McClure. Member Darnail Lyles seconded the motion.

Secretary Chareice White called a roll call vote.

Ayes: Taryl Bonds, Christine Cash, Tom Dabertin, Sal Espino, Bernie Grisolia, Pete Klideres, Fred Koegel, Darnail Lyles, Matt Maloney, Patrick Reardon, Matt Schuffert, Doug Spencer, Larry Tucker, Terry Velligan, Chareice White, and Andy Qunell.

Nayes: None

Abstain: None

Motion carried 16-0-0

2. VALIC Nonstandardized Governmental Profit Sharing/401(k) Plan Adoption Agreement - Renewal (Authorize CFO To Sign Digitally As Plan Administrator)

Cathy Svetanoff, Interim President/CEO explained that this is simply a formality that is completed every six years and that there have been no changes from the previous adoption of the plan. Ms. Svetanoff stated that Attorney Scott McClure has reviewed and approved this document.

Secretary Chareice White called a roll call vote.

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Ayes: Taryl Bonds, Christine Cash, Tom Dabertin, Sal Espino, Bernie Grisolia, Pete Klideres, Fred Koegel, Darnail Lyles, Matt Maloney, Patrick Reardon, Matt Schuffert, Doug Spencer, Larry Tucker, Terry Velligan, Chareice White, and Andy Qunell.

Nays: None

Abstain: None

Motion carried 16-0-0

V. MISCELLANEOUS MATTERS

A. Public Comment - None

B. Next Regular Meeting - Thursday June 16, 2022 - 12:00 Noon - Location TBD

C. Upcoming Events

VI. FINANCIALS

Board report attachment.

VII. MISCELLANEOUS

None to Present.

VII. ADJOURNMENT

Hearing of no other business to come before the board, Chairman Qunell asked for a motion to adjourn the meeting. Motioned by Member Matt Schuffert and seconded by Member Terry Velligan. The meeting adjourned at 12:41 p.m. (CST).

Approved:

Andy Qunell, Chairman

Date

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Attest:

Chareice White, Secretary

Date