

**Media Business Authority**  
**Board of Directors Meeting Minutes**  
**Tuesday, March 21, 2017**

**In Attendance:** Bryan Messick, Jack Cunicelli, Christopher Dougherty, Warren Kuo, Peter Bendistis, Courtney Rozsas, Charlene Mulholland, Frank Daly, Zubair Khan, Deborah Shipley

**Absent:** Dan Lievens, Debbie Pitt, Chris Swartz, Lisa Johnson

**Guests:** NONE

**Meeting called to order at 6:00pm**

**1. Public Comments: (Zubair Khan)**

- a. NONE
- b.

**2. Approval of Minutes (Jack Cunicelli)**

- a. **February Minutes-** Peter Bendistis made a motion to approve the February minutes, Courtney Rozsas seconded the motion, and the motion passed.

**3. Treasurer's Report (Debbie Pitt)-**

- a. **Treasurer Report-** Debbie Pitt will give the Treasurer's Report at a later date due to the busy tax season.

**4. Committee Reports (Zubair Khan)-**

- a. **Peter Bendistis: Car Show-** No report at this meeting.

**b. Charlene Mulholland:**

- i. **Media Preservation Committee Report-** Discussed at the March 15th meeting.
- ii. **Digital Marketing Campaign Seminar Series-** Nothing to report at this meeting.
- iii. **Christmas Committee-** Nothing to report at this meeting.
- iv. **Holiday Committee-** Nothing to report at this meeting.

**c. Bryan Messick:**

- v. **Promotions Committee-** Nothing to report at this meeting.
- vi. **Dining Under the Stars-** Zubair Khan announced that the safety issues of Dining Under the Stars would be discussed at the next council workshop meeting, Zubair Khan also added that the topic of the MBA getting their own insurance had been discussed and quotes were obtained. The Borough offered to continue to cover the MBA under their insurance for this season of Dining Under the Stars and the issue would be looked at again in November. Zubair Khan discussed the Mass Gathering Permit approval that would be contingent on further discussion with Chief Marty Wusinich and Mayor Bob McMahon as to how many officers would be necessary for this event. The fee tier levels for the upcoming Dining Under the Stars were discussed, Frank Daly voted to adopt the fee schedule from 2016 with no increase, Courtney Rozsas seconded the motion and the motion passed. Zubair Khan added that the costs for Dining Under the Stars would likely be increasing from \$24,000 to \$30,000 due to the requests for extra officers on duty on the nights.

- d. **Warren Kuo: Food Festival-** Nothing to report at this meeting.

**e. Courtney Rozsas: Media Restaurant Committee-** The remaining balance of the restaurants' portion of the website will be tabled until Courtney Rozsas has a chance to meet with the Restaurant Association.

- i. **Frank Daly: Finance/ Christmas/ Recruitment-** Nothing to report at this meeting.

- j. **Chris Swartz: Recruitment Committee-** Nothing to report at this meeting.

**5. New Business (Bryan Messick)**

**a. Right-to-Know-** Frank Daly voted to adopt the Right-to-Know policy with Zubair Khan as the Right-to Know officer, Warren Kuo seconded the motion and the motion passed.

**b. Clydesdale Event-** Zubair Khan announced that the Clydesdales were again being offered to come to Media on the Sunday of Memorial Day weekend and that the Borough still needed to vote to approve this event. Some suggestion were made for various sponsorships from local businesses as well as the Media 5-Mile Race to help offset the costs to the MBA. Frank Daly made a motion to approve the event for Mass Gathering Permit submission, Christopher Dougherty seconded the motion and the motion passed.

**6. Borough Liaison Report (Lisa Johnson)**

**a. Borough Update-** No updates at this meeting.

**7. Executive Director's Update (Zubair Khan)**

**a. February Report-** Updates were give at March 15th meeting,

**8. Executive Session-** There was an Executive Session following the meeting to discuss staffing and Restaurant Association matters.

**Meeting Adjourned at 6:42pm.**

**Respectfully Submitted, Jack Cunicelli, MBA Secretary**