

Media Business Authority
Board of Directors Meeting Minutes
Tuesday May 9, 2017

In Attendance: Bryan Messick, Debbie Pitt, Christopher Dougherty, Peter Bendistis, Courtney Rozsas, Frank Daly, Jack Cunicelli, Charlene Mulholland, Lisa Johnson, Zubair Khan

Absent: Warren Kuo, Dan Lievens, Deborah Shipley

Guests: None

Meeting called to order at 6:10 pm

1. Public Comments: (Zubair Khan)

a. None

2. Approval of Minutes (Jack Cunicelli)

- a. **March 15 Minutes-** Frank Daly made a motion to accept all three minutes ,Debbie Pitt seconded the motion, and the motion passed
- b. **March 21 Minutes-**
- c. **April Minutes**

3. Treasurer's Report (Debbie Pitt)-

- a. **First Quarter Financials-** After some discussion, Debbie iPitt indicated that the event income was \$11,500 below budget and sponsorships were \$8,500 below budget. Event expenses are higher than budgeted amount by \$2,500. Advertising is below budget by \$3,500.Frank Daly made a motion to accept the First Quarter Financials, seconded by Charlene Mulholland, and the motion carried.
- b. **Bills to be Paid-** Bills for the quarter have been paid in the amount of \$17151.30 (January); \$8,488.56 (Feb.) and \$ 11,795.58 (March) Frank Daly made a motion to approve these expenses, seconded by Charlene Mulholland and the motion was passed.

4. Committee Reports (Zubair Khan)-

- a. **Peter Bendistis: Car Show-** Peter Bendistis reported, that he and Zubair met with Delco Cruisers members, and discussed various details and 35 trophies would be awarded to the best of the show. Port-a-potties were also on order.
- b. **Charlene Mulholland:**
 - i. **Media Preservation Committee Report:** Since Charlene was absent from this meeting, Zubair was asked to report. See attached minutes.
 - ii. **Digital Marketing Campaign Seminar Series-** Nothing to report
 - iii. **Christmas Committee-**Carriage rides for Black Friday and AmEx. Small Business Saturday were reserved, The 2 Wednesday nights in December were discussed for booking.
 - iv. **Merchandise Committee-** Nothing to report
- c. **Bryan Messick:**

- v. **Promotions Committee**-Clydesdales will be coming to Media on Sunday, May 28, at noon. It was discussed that Board members donate funds to pay police cost and other expenses. Among the Board members Courtney Rozsas, Jack Cunicelli, Zubair Khan, Christopher Dougherty and Bryan Messick pledged \$250 each. Courtney Rozsas and Bryan also volunteered to help with the Parade.
- vi. **Dining Under the Stars**-There was a discussion about giving Retailers a free spot in front of their stores each Wednesday during the event. Zubair indicated that this late it will be hard to set new ideas in motion, that it needs to have more discussion before the final decision is made.
- c. **Warren Kuo: Food Festival**- Zubair gave a report for Warren that 43 crafters and 7 restaurants are booked. The Music is half booked.
- c. **Courtney Rozsas: Media Restaurant Committee**- April was slower than last November; New ideas are being explored, and hoping fall be much better Restaurants are not sending menus for the website upgrade.
- e. **Jack Cunicelli: Farmer's Market / Short Term Parking Proposal**- Nothing to report
- f.. **Dan Lievens/Kevin Schramm: IT/ Merchandising Online**- Nothing to report.
- g. **Christopher Dougherty: Holiday Stroll/ New Year's Eve Ball Drop**- Nothing to report
- h. **Frank Daly: Finance/ /Recruitment**-Nothing to report
- i. **Zubair Khan- Mass Gathering Permit**- Car Show and Food Festival were approved by the Borough

5. New Business (Bryan Messick)

- a. **MRW Loans**- Bryan Messick announced that the Loan was being paid anonymously.
- b. **Media Restaurant Association Review**- Media Restaurant Association longer exist
- d. **Resignation- Chris Swartz**- Christopher Dougherty made a motion to accept his resignation, seconded by Frank Daly, the motion carried.

6. Borough Liaison Report (Lisa Johnson)

- a. **Borough Update**- Lisa wanted to know, if restaurants were thinking about adding Saturdays to the DUTS, Zubair announced that MRA decided not to add Saturday's and also to cancel Bastille Day. Lisa also asked how the Board feels about allowing restaurants on State Street to build platforms taking two parking spaces in front of their establishments. All expenses for this project will be paid by the restaurants. Board had mixed reactions to the proposals with concerns about taking parking away from the retailers, and safety issues regarding Septa Trolley.

7. Executive Director's Update (Zubair Khan)

- a. **March/April Report**- Report distributed.

Meeting Adjourned at 7:30pm.

Respectfully Submitted, Jack Cunicelli, MBA Secretary