

**Media Business Authority**  
**Board of Directors Meeting Minutes**  
*Tuesday August 12, 2014*

**In Attendance:** Bryan Messick, Debbie Pitt, Tom Hibberd, Courtney Roszas, Zubair Khan, Deborah Shipley, Peter Bendistis (by phone)

**Absent:** Loic Barnieu, Jack Cunicelli, Christopher Dougherty, Warren Kuo, Harry Havnoonian, Lisa Johnson

**Guests:** Brian Hall (Borough Council President); Everett Wood (Media Resident), Bill Ling (Bryn Mawr Running Company)

**Meeting called to order at 6:14PM.**

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

- a. **Bill Ling (Bryn Mawr Running Company)**-Bill Ling introduced himself as an employee of Bryn Mawr Running Company and expressed his desire to create a race that would bring together businesses to promote wellness, collaboration, and unity throughout the community. Zubair Khan informed him that his next steps would be to write out a proposal and submit it to the borough with a request for street closures. Zubair Khan also added that the street closures were difficult for the Media merchants and that Bill Ling may have some difficulty gaining permission for another race in Media.
- b. **Everett Wood (Media Resident)**-Everett Wood introduced himself as a longtime resident of Media with an interest in promoting the town through a clothing line. He presented a few samples of some shirts he had developed with local company PTM Sports. He added that he was interested in creating and selling event-driven merchandise with profits to be shared with the MBA. Bryan Messick informed him that he should write up a proposal and that they would also have to check in with the Borough Solicitor on the legalities of outside parties creating and selling merchandise with Media trademarks.
- c. **Brian Hall (Borough Council President)**- Brian Hall announced that he was attending the meeting for Lisa Johnson. He participated in discussions throughout the meeting.

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

- a. **July Minutes**- The approval of minutes was postponed until next month.

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

- a. **Authorize to Pay Bills**- The authorization to pay bills was postponed until next month.
- b. **Annual Audit**-Debbie Pitt announced that the annual audit of the MBA was completed and given an unqualified opinion which was the desired outcome. Zubair Khan mentioned that the Sunshine Laws require the audit results to be reported to the local papers.

**4. Old Business (Bryan Messick)-**

- a. **Merchant Survey 2014** Not discussed at this meeting.
- b. **Visitor Survey**-Not discussed at this meeting.
- c. **Jeremy Alvarez Update**- Bryan Messick announced that Jeremy Alvarez had been, and would continue to be, conducting interviews for his review of the original Houston Plan.
- d. **Comprehensive Plan Update**- Brian Hall reassured the board that the time that the MBA took to review the Comprehensive Plan and the recommendations/comments that were given would be taken into consideration before the final draft was approved.
- e. **Holiday Parade**- Brian Hall thanked the MBA for the efforts that were put into considerations and compromises for the Holiday Parade proposal; even though it was not the MBA's application.

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

- a. **Committee Assignments- Follow-Up 2014**- Not discussed at this meeting.
- b. **Holiday Committee Update**- Bryan Messick announced that the Holiday Committee would soon be meeting and that

the Mass Gathering Permit for Santa's Arrival and Festival of Lights would be submitted for this event. He also announced that the Mass Gathering Permit had been approved for the Holiday Parade & Jingle Bell Run on the Sunday of Thanksgiving Weekend.

- c. **Security Camera Proposal-** Bryan Messick announced that Mayor Bob McMahon had asked the board to vote on whether or not to support the placement of 6 video cameras on State Street for increased security measures. Discussion regarding the pros and cons of this took place. Bryan Messick made a motion to endorse the placement of cameras on State Street under provisional guidelines with limitations of purpose in place, Tom Hibberd seconded the motion and the motion passed unanimously.

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

- a. **Borough Council Updates-** Brian Hall attended the board meeting for Lisa Johnson and updated the board regarding property development proposals and the Third Street Bridge. Zubair Khan asked that the council keep the board informed of ways they could contribute to the beautification and betterment of the town in downtown public space areas such as Veterans Square.

#### **7. Committee Reports (Zubair Khan)**

- a. **Events Committees-**
  - **America's Music Committee-** Zubair Khan announced that the Music Committee had met and voted to keep the Music Series dates on the same weekends in 2015 due to their desire to keep event consistency and artist availability.
  - **Restaurant Committee-** Zubair Khan informed the board that a notice would be going out to the restaurants for proposed Restaurant Week fall dates.
- b. **Promotions Committee-**Report distributed; Not discussed at this meeting.
- c. **Business Retention-** Not discussed at this meeting
- d. **Executive Director's Report-** Bryan Messick announced that Zubair Khan, Debbie Pitt, Deborah Shipley, and he had met to create a Sponsorship Giving Tree for 2015 with a breakdown of various sponsorship levels.
- e. **Technology Report-** Report distributed; Not discussed at this meeting.
- f. **Retail Roundtable-** See discussion above.

**Meeting Adjourned at 7:51PM**

**Respectfully Submitted,**

**Jack Cunicelli**

**MBA Secretary**