

# Media Business Authority Board of Directors Meeting Minutes

*Tuesday April 14, 2015*

**In Attendance:** Dan Lievens , Christopher Dougherty, Tom Hibberd, Peter Bendistis, Jack Cunicelli, Courtney Roszas, Frank Daly, Lisa Johnson, Zubair Khan, Deborah Shipley

**Absent:** Bryan Messick, Debbie Pitt, Warren Kuo, Charlene Mulholland,

**Guests:** Addie Cianella (Media Farmers Market), Sharon Tuohey (WSFS Bank), Janet Howarth (WSFS Bank), Everett Wood (PTM Sport), Louis Leof (PTM Sport)

**Meeting called to order at 6:08PM.**

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

**a. Addie Cianella (Media Farmers Market)-** Addie Cianella introduced herself from the Media Farmers Market and announced that opening day would be May 14<sup>th</sup>. She asked the MBA to pass along a letter to the businesses from the Media Farmers Market with details about ways that local businesses can be represented at the market. Zubair Khan mentioned that they could set up a table during Dining Under the Stars to promote the market.

**b. Janet Howarth & Sharon Tuohey (WSFS Bank)-** Janet Howarth and Sharon Tuohey informed the board that they had been meeting regularly for the Business Retention Committee and going out to visit local businesses with Gillian Crawley. Janet Howarth mentioned that she felt it was a big opportunity for Media in the next two years as the Granite Run Mall was closing and the town center would take a few years to be built. Zubair Khan added his praise to the revitalized committee for their efforts in outreach to the businesses. Zubair Khan also requested that the Business Retention Committee be given some seed money of \$500 to fund some of their upcoming project ideas. Dan Lievens made a motion to grant the Business Retention Committee \$500 as seed money, Frank Daly seconded the motion, and the motion passed.

**c. Everett Wood & Louis Leff (PTM Sport)-** Everett Wood and Louis Leff introduced themselves from PTM Sports. Everett Wood had attended a previous MBA meeting in 2014 and was returning to re-propose a partnership for MBA and Media merchandise. They gave a brief presentation regarding their company and Dan Lievens asked that they put together and submit a proposal. Zubair Khan added that the MBA already had contracts with distributors and vendors for merchandise for this year.

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

**a. March Minutes-** Peter Bendistis made a motion to approve the March minutes, Frank Daly seconded the motion, and the motion passed. Zubair Khan announced that Dan Lievens was acting as President for the meeting for Bryan Messick'.

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

**a. Quarterly Report-** The Quarterly Report will be presented next month. Debbie Pitt was not able to attend due to it being the end of tax season.

**b. Account Consolidation-** Zubair Khan announced that the MBA's TD Bank account had been closed and that he was currently in the process of looking into new banks for the MBA's Visa/MasterCard service as the fees seemed to be on the high end.

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

**a. Jeremy Alvarez Final Report-** Zubair Khan announced that Jeremy Alvarez' final plan would be up on the MBA website soon. Some discussion took place regarding the merging and execution of all of the various reports that have recently been conducted regarding the future of Media Borough and Media Business District. Tom Hibberd recommended that Jeremy Alvarez be considered as an outside third party to be contracted to assist with the execution stage of the action steps for the various plans due to his vast knowledge and experience with Media.

**b. New Media Merchandise-** Zubair Khan announced that some new Media merchandise had been added and that the past weekend's Super Sunday had been the best day in sales yet at the MBA booth. Zubair Khan thanked Jack Cunicelli for his behind-the-scenes encouragement of ramping up the merchandise sales.

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

**a. Frank Daly-** Zubair Khan welcomed Frank Daly as the newest appointed board member and mentioned that he has given many years of his expertise and service to Media.

**b. Mixer @ WSFS-** It was announced that WSFS will be hosting a Business Mixer on Wednesday, April 29<sup>th</sup> from 5:30-7:30pm.

**b. State Street Banner Update-** Zubair Khan announced that the banner quote will be presented at the upcoming Finance Committee meeting.

**c. Inside/Outside Philadelphia Museum of Art Program-** It was announced that the sites were approved for the Inside Out Program and that the installation would be happening in May.

**d. Media Town Hall Business Meeting-** Zubair Khan announced that a Town Hall Business Meeting would be taking place on Thursday, April 23<sup>rd</sup> at 8am in the Parlor Room.

**e. Media Trademark Registration-** Zubair Khan announced that it had come to his attention that two Media trademark registrations had expired. He added that the Borough and the MBA logos needed to be renewed at a cost of \$1000 per logo.

**f Dining Under the Stars-** It was announced that Dining Under the Stars Mass Gathering Permit had been submitted, that it was not approved in its original form and that it was sent back for revisions due to the additional security being requested. Zubair Khan wanted to remind everyone that there is a "No Pet" borough ordinance during events in Media. Tom Hibberd raised the issue that he did not feel the MBA should have to shoulder the extra security costs for the Dining Under the Stars' Wednesday evenings and that it should be a responsibility of the borough as the MBA was creating events that define Media. Discussion took place around the proposed additional increase of \$12,200 for additional security and code enforcement with many board members speaking out against these additional fees being placed in the MBA's responsibility.

**g. Philly Tech Week-** Dan Lievens announced that Philly Tech Week Suburban Innovation would be held on Veterans Square on Thursday, April 23<sup>rd</sup> from 5-7pm. He added that this was a free event and that all were invited .

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

**a. Borough Liaison Report-** Lisa Johnson had no report from the Borough for this meeting.

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

##### a. Events Committees-

**Dining Under the Stars-** Discussed throughout the meeting; see above.

**b. Promotions Committee-** Report distributed; not discussed at this meeting.

**c. Business Retention-** Discussed throughout the meeting; see above.

**d. Executive Director's Report-** Discussed throughout the meeting; see above.

**e Technology Report-** Report distributed; not discussed at this meeting.

**f. Retail-** Discussed throughout the meeting; see above.

**Meeting Adjourned at 7:45PM**

**Respectfully Submitted,**

**Jack Cunicelli**

**MBA Secretary**