

**Lancaster County Convention Center Authority**  
**Board Meeting of March 24, 2022**  
**Two Kings Restaurant,**  
**Lancaster, Pennsylvania at 5:30 p.m.**

Agenda

- 1) **Purpose of Meeting:**
  - Approval of LCCCA 2021 Audit, as presented by Jennifer CruverKibi, CPA, CGFM, Partner Maher Duessel
  - Approve LCCCA Financial Advisor Engagement Letter
  - Ratification of LCCCA Capital and operational expenses.
  - 106 S. Queen Street
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Announcements
- 5) Public Comment - This Authority provides a reasonable opportunity at each of our meetings for residents and taxpayers of Lancaster County to comment on matters of concern, official action, or deliberation that are or may be before this Authority. People who wish to comment should state their name and address for the public.
- 6) LCCCA Chair Report
- 7) Presentation of LCCCA 2021 Audit - Jennifer CruverKibi, CPA, CGFM, Partner; Maher Duessel
  - a. A motion to approve the LCCCA 2021 Audit, as presented by Jennifer CruverKibi, CPA, CGFM, Partner Maher Duessel recommended by the Finance and Audit Committee, and previously circulated to the board.
- 8) Personnel Committee Chair Report
- 9) Executive Director's Report
  - a. Swan Hotel – Structural engineer letter of completion
  - b. Bond Financing
  - c. Sewage Injectors failed – Cause: circuit board failure (Bad timing)
  - d. Lancaster History Lease: Revisions sent to LHO 3/2/2022
  - e. Aimbridge Hospitality Regional Manager Andrew Casperson
  - f. LCCCA Website data what is it telling us.
  - g. Business Neighbors Meetings
- 10) LCCCA Board Comment Period
- 11) LCCCA Staff Comment Period
- 12) Consent Agenda – Motion to approve Board and Committee Meeting Summary Minutes, and expenditures as previously circulated to the board:
  - i. LCCCA Board Meeting of January 27, 2022.
  - ii. LCCCA Operations Committee Meeting of February 3, 2022
  - iii. LCCCA Finance & Audit Committee Meeting of March 17, 2022
  - iv. Ratification of LCCCA February 2022 Operational Expenditures totaling \$ 59,847.94
  - v. Ratification of LCCCA February 2022 Capital Expenditures totaling \$ 15,015.00
  - vi. Ratification of LCCCA March 2022 Operational Expenditures totaling \$ 39,670.59
  - vii. Ratification of LCCCA March 2022 Capital Expenditures totaling \$ 124,254.00
- 13) Old Business
- 14) New Business
  - a) Financial Advisor search review
    - a. A motion to approve the Financial Advisor Engagement Letter
  - b) A motion to approve a subscription to AirDNA.
    - a. Brief Presentation to the value of the subscription
  - c) A motion to approve deleting certain projects from the approved Capital Project list.
    - a. Review of Capital Projects recommended for deletion.
  - d) 106 Christian Street property update, and next steps.
- 15) Other Business
- 16) Adjournment

Upcoming Board and Committee Meetings:

- Thursday, April 7, 2022 - 5:30 p.m. Operations Committee Meeting, Commons on Vine
- Thursday, May 19, 2022 - 5:30 p.m. Board Meeting, Montgomery House

LCCCA.COM 3/23/2022