

**Lancaster County Convention Center Authority**  
**Board Meeting of March 28, 2024**  
**Commons on Vine Lobby, Lancaster County Convention Center**  
**Lancaster, Pennsylvania at 5:30 p.m.**  
Agenda

- 1) Pledge of Allegiance
- 2) **Purpose of Meeting:**
  - a. Review & approval of LCCCA 2023 Audit
  - b. Review & approve/ratify monthly capital and operating expenses.
  - c. Review & approve Resolution 21 -23 East Vine St interior construction contractor.
  - d. Review & approve Resolution 45-47 South Queen St interior & entrance construction for LancasterHistory
- 3) Roll Call
- 4) Announcements
  - a. Special Board Meeting April 25, 2024 at 5:30p.m. (Swan Sale)
- 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 – Sharron V. Nelson
- 7) Presentation of LCCCA 2023 Audit - Jennifer CruverKibi, CPA, CGFM, Partner; Maher Duessel
  - a. A motion to approve the LCCCA 2023 Audit, as presented by Jennifer CruverKibi, CPA, CGFM, Partner Maher Duessel, as recommended by the Finance and Audit Committee, and previously circulated to the board.
- 8) Resolution 21 -23 East Vine St interior construction contractors
  - a. Hammel Associates Architects review of Contractor Proposals & recommendation to award.
  - b. Presenter; Ted Vedock, Principal
  - c. Motion to approve the Resolution Award of Bid for Improvements to 21-23 East Vine St. (Lydia Hamilton Smith House) Improvements.
- 9) Resolution 45-47 South Queen St interior & entrance construction for LancasterHistory.
  - a. Hammel Associates Architects review of 45-47 South Queen St interior & entrance construction for LancasterHistory
  - b. Presenter; Ted Vedock, Principal
  - c. Responding Comments: Dr. Thomas Ryan, LancasterHistory
  - d. Motion to approve the Resolution Authorizing LancasterHistory to Perform Interior and Entrance Construction at 45-47 South Queen St.
- 10) Review of Commons on Vine build out; interior & entrance programing.
  - a. Hammel Associates Architects review of Commons on Vine programing, draft concept drawings, & order of magnitude pricing.
  - b. Presenter; Ted Vedock, Principal
- 11) Executive Director's Report – Kevin R. Molloy
  - a. ROI
- 12) LCCCA Board Comment Period
- 13) LCCCA Staff Comment Period
- 14) Consent Agenda – Motion to approve Board and Committee Meeting Summary Minutes & payment of expenditures.
  - a. Summary minutes of the Board Meeting of 1.25.2024
  - b. Summary minutes of the Operations Committee Meeting of 2.15.2024
  - c. Summary minutes of the Finance & Audit Committee Mtg of 3.14.2024
  - d. Ratification of LCCCA February 2024 Operational Expenditures totaling \$124,681.51 as recommended by the Finance & Audit Committee.
  - e. Ratification of LCCCA February 2024 Capital Expenditures totaling \$11,171.70 as recommended by the Finance & Audit Committee.
  - f. Approval of LCCCA March 2024 Operational Expenditures totaling \$ 39,710.19
- 15) Adjournment

Upcoming Presentations, Board meetings and Committee Meetings:

- Special Board Meeting, Thursday, April 25, 2024 – 5:30p.m., Commons on Vine.
- Thursday, May 16, 2024 - 5:30 p.m. Board Meeting, Commons on Vine