

**Lancaster County Convention Center Authority
Board Meeting - May 16, 2024, 5:30 pm
Commons on Vine, Lancaster County Convention Center
Lancaster, Pennsylvania**

AGENDA

- 1) **Purpose of meeting:**
 - Resolution: LCCCA Record Retention Guidelines
 - Ratification: Raymond James Engagement Letter (Investment services)
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Announcements
- 5) Chairman's Report
- 6) Personnel Committee Report
- 7) Executive Director's Report
 - a. Lydia Hamilton Smith Project
 - b. Lancaster History / Sewer line installation update
 - c. Investment Update
- 8) 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.
- 9) LCCCA Board Comment Period
- 10) LCCCA Staff Comment Period:
 - a. LCCCA Offices will be closed Monday May 20 – Wednesday May 22, 2024 due to two conferences that LCCCA staff attend, are occurring on the same dates this year.
 - b. LCCCA Holiday Observances (LCCCA Offices Closed):
 - Memorial Day – Monday May 27, 2024
 - Juneteenth – Wednesday June 19th, 2024
- 11) Consent Agenda – Motion to approve Board Meeting Summary Minutes and contracts as previously circulated to the board:
 - a. LCCCA Board Meeting Summary Minutes of April 25, 2024
 - b. Ratification of Raymond James Engagement Letter for Investment Advisor services. \$ 3,000.00 per bid cycle. (no change)
- 12) New Business
 - a. Motion to approve the Resolution – LCCCA Record Retention Guidelines
- 13) Adjournment

*** Upcoming Board and Committee Meetings:

- Finance & Audit Committee Mtg: Thursday, June 20, 2024 5:30 pm, Charter Boardroom, Montgomery House
- Operations Committee Meeting: Thursday, July 11, 2024 5:30 p.m.
- Personnel Committee Meeting: Thursday, July 18, 2024 5:30 p.m.
- Board Meeting: Thursday, August 22, 2024, 5:30 p.m.