

Buffalo Niagara Convention Center Management Corp.  
Members Meeting  
January 31, 2013 - Meeting Minutes

**PRESENT:** C. Abbott-Letro, S. Boyd, D. Gallagher-Cohen, D. Hartmayer, S. LoTempio,  
L. Marinelli, K. Mitchell, D. Murphy, G. Praetzel, M. Roberts, J. Sandoro, T. Vazquez,  
M. Whyte

**ABSENT:** D. Boswell, J. Dandes, R. Kramer, J. Mills, M. Patel, A. Rudnick, P. Snyder

**STAFF:** M. Even, E. Healy, C. Kincaide, D. Marzo, P. Murphy, J. Smith

The meeting of the members was called to order at 8:21 a.m.

**Election of Directors** - Mr. Murphy presented the slate of directors as follows:

**Hotel Representatives**

Dennis P. Murphy  
Minesh Patel  
Paul Snyder III

**At Large Directors**

Steve Boyd, Esq.  
Jonathan A. Dandes  
C. Douglas Hartmayer  
Susan LoTempio  
Mary F. Roberts  
Leslie Zemsky

A motion was made by Ms. Gallagher-Cohen and seconded by K. Mitchell to approve the slate of directors as presented. Motion carried.

**Adjournment:** A motion was made by Ms. Gallagher-Cohen and seconded by L. Marinelli to adjourn the members meeting. Meeting adjourned at 8:23 a.m.

Minutes prepared by J. Smith

Approved: *Dennis P. Murphy*  
Dennis P. Murphy, Chair *ljas*

Buffalo Niagara Convention Center Management Corp.  
Board of Directors  
January 31, 2013 - Meeting Minutes

**PRESENT:** C. Abbott-Letro, S. Boyd, D. Gallagher-Cohen, D. Hartmayer, S. LoTempio,  
L. Marinelli, K. Mitchell, D. Murphy, G. Praetzel, M. Roberts, J. Sandoro, T. Vazquez,  
M. Whyte

**ABSENT:** D. Boswell, J. Dandes, R. Kramer, J. Mills, M. Patel, A. Rudnick, P. Snyder

**STAFF:** M. Even, E. Healy, C. Kincaide, D. Marzo, P. Murphy, J. Smith

Meeting called to order at 8:23 a.m.

**Election of Officers:** Mr. Murphy presented the slate of officers as follows:

Chair - Dennis P. Murphy  
Chair-Elect - Jonathan A. Dandes  
Vice Chair - Donald K. Boswell  
Secretary - Mary F. Roberts  
Treasurer - Andrew J. Rudnick

A motion was made by Dr. Praetzel and seconded by Ms. Gallagher-Cohen to approve the slate of officers as presented. Motion carried.

**Approval of Minutes** - A motion was made by L. Marinelli and seconded by S. Boyd to approve the October minutes. Motion carried.

**Q4 Report** - Ms. Gallagher-Cohen reviewed the BNCC Q4 report and stated that the Center had a very good year. For the 4th quarter revenues were over budget 1.7% and for the year they were up 5.3%.

**Financial Report** - Mr. Marzo reviewed the financial statements for the year ended December 31. The Center finished the year with an increase in net assets of \$91,276, which is a result of additional revenues from food and beverage, increased pricing, facility rental and other services such as electrical. Mr. Marzo reported some of the additional revenues have been put back into the building for equipment, painting meeting rooms, etc. However, due to the uncertainty of our 2013 funding, we held back on some improvements in order to maintain a reserve for 2013.

A motion was made by L. Marinelli and seconded by K. Mitchell to approve the financial statements as presented. Motion carried.

**Technology Upgrades** - Mr. Murphy reported in November 2012 the Center issued RFP's for companies to bid on the technology upgrade work for the building. We reviewed proposals from seven bidding companies and met with most of them. At the end 2012, a vendor was selected to

do the work. We are in the process of finalizing the contract and the work will begin over the next few months. The upgrades are to be completed by the end of the second quarter.

**Ballroom Project** - Mr. Murphy reported on the ballroom flooring project. This project was originally scheduled to be done last year. However, due to contract issues between the architect and the County, and bids coming in over budget, it was decided to table the project until this year. We met with the architect and DPW and are planning to get the work done in late August or December. There are more funds available now for the project because we have funds left from 2012 and the funds budgeted for 2013.

**2013 Budget Impact** - Ms. Gallagher-Cohen reported that due to the uncertainty with the budget, the County is asking everyone who gets a County Grant to take their disbursement of funds differently. They are going to provide 45% at signing of the contract, 45% in July and they will hold 10% in escrow. We'll be informed at some point before year end whether we will get the 10% they are holding back. We may not get the full funding amount that was approved by the legislature. The executive staff has gone through the budget and moved programs that can wait until the fourth quarter and has also cut certain items from the budget.

**Adjournment** - A motion was made by Ms. Gallagher-Cohen and seconded by Ms. Mitchell to adjourn the meeting. Motion carried. Meeting adjourned at 8:45 a.m.

Minutes prepared by J. Smith

Approved: \_\_\_\_\_

*Dennis P. Murphy*  
Dennis P. Murphy, Chair *1/2/13*