

Buffalo Niagara Convention Center  
Board of Directors Meeting  
November 7, 2013

**PRESENT:** C. Abbott-Letro, S. Boyd, D. Gallagher-Cohen, R. Kramer, J. Mills, K. Mitchell,  
D. Murphy, M. Patel, G. Praetzel, M. Roberts, J. Sandoro, P. Snyder

**ABSENT:** D. Boswell, J. Dandes, D. Hartmayer, S. Lotempio, L. Marinelli, T. Vazquez, M. Whyte,  
L. Zemsky

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

The meeting was called to order at 8:15 a.m.

Approval of Minutes: A motion was made by G. Praetzel and seconded by D. Gallagher-Cohen to approve the September minutes. Motion carried.

Director's Report: Paul Murphy reviewed the third quarter report and noted that total earned revenues were up 18.2%. Food and beverage was up 22.8% mainly due to unbudgeted revenues from Agricultural Media and Reading Rules; and Electrical services were up 45.4% mainly from the Law Boards. Year to date, the increase in total earned revenues is 8% and we are projecting to end the year at 8% over budget.

Other major events hosted in the third quarter along with the Law Boards include the New York State Society of Human Resource Professionals, UB Dental and New York State Public Employees Federation. In October we hosted some very successful conventions including Higher Ed Web, National Association for Campus Activities and New York State Vital Signs. Upcoming events in November are the Delaware North Food Summit, New York State Student Leadership conference, the Turkey Trot post-race and the World's Largest Disco.

ABO Update: Mr. Murphy gave an update on the ABO process. He noted that at the last meeting, the Board adopted the resolution to move forward with separating the VBN and BNCC Boards by the first of the year. Since that time, there have been a series of meetings with the County and the three main areas that require action have been identified – legal, organizational and managerial.

The County will be dealing with the legal, which involves the 1975 agreement between the County and City. Organizational matters are being addressed and we met last week with the County to develop a framework on how to proceed. We are putting together a subcommittee to make final determinations on the changes to the By-Laws and Board appointments. The managerial component is being executed by Paul and Dave. We've met the first deadline and are well on our way to meeting the deadlines in March.

Ms. Gallagher-Cohen stated that Paul's role is changing from a Director of Operations to more of a CEO role with Board management, etc. The Board needs to ensure that he has the proper staff support so that he is successful.

Finance Report: Mr. Marzo reviewed the financial statements for the nine-month period ending

September 30, 2013. He reported that BNCC realized a decrease in net assets of \$55,000, due to the recognition of the 10% reduction in County funding and recognition of expenses which were encumbered but not expensed in 2012.

Revenues are running ahead of budget by \$175,000 due to recognition of revenue related to the technology grant and earned revenues from better producing pieces of business. Expenses are ahead of budget mainly due to the technology project which began in the second quarter of 2013. Payroll increases are directly related to the ABO, because we moved the Controller personnel expenses from VBN to the Center.

A motion was made by G. Praetzel and seconded by D. Gallagher-Cohen to approve the financial statements as presented. Motion carried.

Adjournment: A motion was made by G. Praetzel and seconded by D. Gallagher-Cohen to adjourn the meeting. Motion carried. Meeting adjourned at 8:36 a.m.

Minutes prepared by J. Smith

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