

**Minutes of the Meeting of the
BOARD OF DIRECTORS of the
DETROIT REGIONAL CONVENTION FACILITY AUTHORITY
Cobo Conference & Exhibition Center**

March 1, 2012

A Regular Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 8:30 a.m. on March 1, 2012 pursuant to the requirements set forth in the Regional Convention Facility Authority Act at MCL 141.1351, et seq.

I. ROLL CALL. The regular meeting was called to order by Chairman L. Alexander at 8:35 a.m.

PRESENT: Director L. Alexander, Director J. Abdoo, Director M. Carroll, Director W. Guillebeaux, and Director J. Okotie-Eboh

ABSENT: None.

ALSO PRESENT: P. Bero, T. Connors of SMG, G. Brown, T. Tuskey, E. Duff of Garan Lucow Miller, P.C., and M. Powers of DMCVB

II. APPROVAL OF MINUTES. A motion to approve the Minutes of the regular meeting of the Authority held February 16, 2012 by W. Guillebeaux.

UNANIMOUSLY APPROVED

III. CEO/CFO REPORT. CEO/CFO Patrick Bero presented his report to the Board which included updates on the following:

- a. DRCFA Financial Statements, January 2012
- b. Update regarding corrections to Dunn & Bradstreet Report

CEO/CFO Patrick Bero also presented the following items for action by the Board.

A. Resolution to Approve Establishing a MIOSHA Partnership. Based upon the recommendation of the CEO/CFO and the Authority having been fully advised in the premises, J. Abdoo offered a motion that the Authority resolve to approve the Resolution as presented.

UNANIMOUSLY APPROVED

IV. REPORT OF CHAIRMAN OF DRCFA SUB-COMMITTEE CAPITAL IMPROVEMENTS AND UPGRADES. Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Owner's Representative Report of February 24, 2012.

Committee Chair, W. Guillebeaux, presented the Sub-Committee recommendations for Board action on the following items:

- A. Resolution Authorizing the Authority to Obtain and Execute the Assignment of Jenkins Trade Contracts. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- B. Resolution Authorizing the Authority to Execute a Professional Services Agreement with Environmental Testing & Consulting, Inc. for the Preparation and Implementation of a Comprehensive Facility Wide Hazardous Material Management Plan. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- C. Resolution Authorizing the Authority to Proceed with the Cleaning/Replacement of Chiller and HVAC (ASU-62) Equipment. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- D. Resolution Authorizing the Authority to Amend the Albert Kahn/SDG Professional Services Agreement to Incorporate Design, Engineering, Construction Document Preparation and Construction Administration Services Required for MDOT Approved TEDF Grant Projects. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- E. Resolution Authorizing the Authority to Proceed with Selective Demolition to Remove Concrete for Column Steel Reinforcements and Connections. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- V.** **REPORT OF GENERAL MANAGER.** Facility General Manager Thom Connors of SMG presented his report which included the following:

- Events Update
 - Boat Show
 - Autorama
 - HFHS Training
 - Detroit Kennel Club Dog Show
 - Cheerleading Competition

- Upcoming Site Visits by Potential Clients.
- January Financial Statement of Operations including final report on 2012 North American International Auto Show by Sharon Schuster.
- Operations Report including update on Chilled Water and Monthly Parking.
- Marketing Update by Mary Klida regarding website/video testimonials.

VI. **UNFINISHED BUSINESS.** None.

VII. **NEW BUSINESS.** Director W. Guillebeaux expressed the Board's gratitude to Mr. Rod Alberts for the complimentary poster memento from the 2012 North American International Auto Show.

VIII. **PUBLIC COMMENT.** None.

IX. **ADJOURNMENT.** A motion for adjournment of the regular meeting at 11.02 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdo, Secretary

Approved: March 15, 2012