

Warren County Port Authority

Meeting Minutes

May 7, 2007

Opening:

The regular meeting of the Warren County Port Authority was called to order at 6:10 pm on May 7, 2007 in the Warren County Administration Building, Room 128 B by Kimm Coyner.

Present:

Warren County Port Authority Board Members: Dave Gully, Ken Weiss, Geoff Hearsum, Greg Ficke, Greg Sample, Steve Wilson and Doug McNeill

Warren County Economic Development Staff: Kimm Coyner and Martin Russell

Other Attendees: John Fonner, Mike Motch, Tiffany Latta and Terry Banker

A. Approval of Agenda

The agenda and additional resources were distributed to the board for review and consideration without disapproval.

B. Approval of Minutes

The May 7, 2007 meeting of the Warren County Port Authority was the first held and, therefore, had no previous minutes to offer for approval.

C. Introductions

Each appointed Warren County Port Authority Board Member and staff introduced themselves and their affiliations.

D. Presentations

- Martin Russell from the Warren County Office of Economic Development presented a brief PowerPoint presentation on the purpose of port authorities in the State of Ohio and basic information as to their structure, capabilities and other additional information.
- John Fonner, Executive Director of Butler County's Transportation Improvement District and Secretary of Butler County's Port Authority (BCPA), presented and held an open discussion pertaining to the mission statement, rules and regulations and his firsthand experience working for the BCPA. Mr. Fonner shared BCPA's rationale for specific language within their mission statement and how they approached communities within the BCPA for local support. Mr. Fonner also

discussed case scenarios that the BCPA has been involved with and how the BCPA assisted in the economic and social development of Butler County. Dialogue and questions were had regarding the information shared by Mr. Fonner and it was determined that a dual tract of community involvement and organization would be first priorities of the Warren County Port Authority.

E. Agenda for Next Meeting

The Warren County Port Authority Board requested the port's staff to research the following information/questions prior to the next meeting.

- Compare and contrast by-laws established by other regional port authorities and create a document in draft to present to the Board detailing common themes/additional detail that should be incorporated into Warren County Port Authority's by-laws.
- Research other regional ports to determine a minimum of services required by a port authority and price points for the following items:
 - Legal representation
 - Directors and Officers Insurance
 - Financial Advisor
 - Budget (Initial)
- Established the next two Board meetings for Monday, June 4 and June 18, 2007 for 5:00 pm at the Warren County Administration Building, Room 128 B.

Adjournment:

Meeting was adjourned at 7:35 pm by Kimm Coyner. The next general meeting will be at 5:00 pm on June 4, 2007 in room 128 B, Warren County Administration Building.

Minutes submitted by: Martin Russell

Approved by: Kimm Coyner