

**MARKETING AND PUBLIC AFFAIRS COMMITTEE MEETING  
LORAIN PORT AUTHORITY  
August 11, 2015**

**Committee:** Messrs. Bansek, Brown, Davila, Mullins and Nielsen

**Board Members:** Ms. Carr (6:55 p.m.), Mrs. Cook; Messrs. Sommers and Zgonc (6:58 p.m.)

**Staff:** Richard Novak, Executive Director  
Yvonne Smith, Accountant  
Mike Brosky, Esq.

**Guests:** Rick Payerchin - Morning Journal

- I. **Roll Call** - The meeting was called to order at 6:40 p.m. by Committee Chairman Stephen Bansek. Roll call indicated a quorum was present.
- II. **Disposition of Minutes.** The minutes of July 14, 2015 Marketing and Public Affairs Committee Meeting minutes were presented for approval. Motion by Mr. Brown to accept the minutes. Support by Mr. Davila. Motion carried.
- III. **Report of Chairman.**
  - A. Ticketing Policy. Mr. Bansek turned the floor over to Mr. Novak and Mrs. Smith. Mrs. Smith explained the current ticketing policy and that the Lorain Palace is providing our ticketing service. Since the Palace's Refund Policy differs from ours, this Policy needs to be revisited. The Palace has a no refund or exchange policy. Mrs. Smith indicated perhaps a voucher for a future trip should be considered, as Mr. Novak stated we are weather driven. A lengthy discussion was entertained concerning the cancellation policy and refund policy. Mr. Brosky indicated that the no refund policy be initiated; however, a refund could be issued under extenuating circumstances. Mr. Brown made a motion to recommend to the Board the proposed cancellation/refund policy for approval. Seconded by Mr. Mullins. Motion carried.
  - B. Fire Fish Sponsorship. Mr. Nielsen stated he was approached by Mr. Kozuria and Mr. DeTillio soliciting sponsorships for Follow the Fish for the fall called Fire Fish. Mr. Nielsen made a motion for Mr. Novak to look further into this sponsorship. Seconded by Mr. Mullins. Motion carried.
  - C. Tree and Train Display. Mr. Novak received from Gail Bonsor an Agreement for conducting the train display in the Transportation Building. Last year, over 3,000 people visited the Display. A discussion was had concerning certain aspects of the Agreement with the Tree and Train Display organizers. Mr. Nielsen indicated

that the organizers put some holes in the walls of the building and that the Port Board should have full control over what happens with building in the future. Mr. Nielsen made a motion that this item be tabled until next meeting. Seconded by Mr. Mullins. Motion carried.

- IV. Other Business.** Mr. Bansek discussed the levy fundraiser to include a mailer. Mr. Bansek indicated the tickets are being provided by sponsorship. This will be a steakfry only and will not include chicken.

Mr. Nielsen stated we have a new logo. He also stated a new logo needs to be placed on the front window and in the waiting area. Mr. Nielsen stated a recommendation be made to the Board for pricing.

Mr. Brown made a suggestion that an American Flag be added to the nationality flagpole area.

- V. Adjournment.** There being no further business to come before the Marketing and Public Affairs Committee, Mr. Brown made a motion to adjourn. Support by Mr. Mullins. Motion carried. The meeting was adjourned at 7:18 p.m.

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Stephen Bansek, Chairman

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Richard M. Novak, Executive Director