



BJCPA
Birmingham-Jefferson
County Port Authority

Port Authority Meeting

Meeting called by BJCPA Board
 Type of meeting Port Authority Board Meeting
 Facilitator Mike Swinson
 Note taker David Russell
 Timekeeper

Date | Time 6/14/2021 9:00 AM | Location Conference
 Call- Line +1 240-712-4436 Pin: 828 491 637#

Required Attendees:

Mr. Mike Swinson, President
 Mr. Mahari McTier, Vice President
 Mrs. Sharon Ward, Secretary-Treasurer
 Mr. Jonathan Porter
 Mr. Chad Pilcher
 Synergy Consulting Group
 TFJ Law

Optional Attendees:

Birmingham City Council,
 City of Birmingham Mayor's Office
 Jefferson County Commissioners

Agenda Items

Topic	Presenter	Time Allotted
○ Roll Call- Acknowledgment of Quorum	PRESIDENT	5 Mins.
○ Review of Meeting May 14, 2021 Minutes	PRESIDENT	5 Mins.
○ Committee Reports <ul style="list-style-type: none"> ▪ Finance- Sharon Ward <ul style="list-style-type: none"> ○ Banking Summary ○ Budget Update ▪ Legal/Planning Committee- Mahari McTier <ul style="list-style-type: none"> ○ Architectural and Engineering Firm Update ○ Lease Agreement Update ○ Purchase Sale Agreement Update ▪ Marketing/Operations- Jonathan Porter <ul style="list-style-type: none"> ○ 30-60-90 Day Look Ahead 	EXECUTIVE DIRECTOR	10 Mins.
○ Executive Director Report <ol style="list-style-type: none"> 1. ADECA Grant 2. Annual Budget 3. WTWA Annual Meeting 	EXECUTIVE DIRECTOR	25 Mins.
○ Final Remarks, Set Next Meeting Date & Adjourn	Board Directors	5 Mins.

*** Executive Session if Necessary***