



**BJCPA**  
Birmingham-Jefferson  
County Port Authority

**Birmingham-Jefferson County Port Authority**

March 09, 2020

1. Quorum present at 11:06 AM
  - a. Member Present: D. Lowery, M. Swinson, and M. McTier
  - b. Members Absent: J. Porter, S. Ward
  - c. Also, Present: Adah North America (Executive Director) and TFJ Law (Board's Attorney)
2. Accept the February 10, 2020 Minutes as written
  - a. Motion by D. Lowery
  - b. 2<sup>nd</sup> by M. McTier
  - c. Approved
3. Banking Update
  - a. The bank account summary was provided.
  - b. The BJCPA came in over budget for February of 2020
4. Enter an agreement for \$100 (plus out of pocket expense, stamps) with BMSS to obtain and process 1099 from all current and previous contractors. Accounting Account: #\_2204\_
  - a. Motion by D. Lowery
  - b. 2<sup>nd</sup> M. McTier
  - c. Approved
5. Request \$350,000 from the City of Birmingham for the operating budget.
  - a. Motion by M. McTier
  - b. 2<sup>nd</sup> M. Swinson
  - c. Approved
6. The Birmingham-Jefferson County Port Authority will pay \$500 to join the Warrior Tombigbee Waterway Associations and the funds will come from the Membership Account: #\_2307\_
  - a. Motion by M. McTier
  - b. 2<sup>nd</sup> by D. Lowery
  - c. Approved
7. The Birmingham-Jefferson County Port Authority will pay for a member of the board and executive director team to attend the Warrior Tombigbee Waterway Associations Annual Event in Point Clear, Al and the funds will come from the General Office Supplies Account: #\_2305\_
  - a. Motion by M. Swinson
  - b. 2<sup>nd</sup> by M. McTier
  - c. Approved



8. To amend the previous item to send one board member and one executive director to the Warrior Tombigbee Waterway Association Annual meeting not to exceed \$1,000 per person
  - a. Motion by D. Lowery
  - b. 2<sup>nd</sup> by M. Swinson
  - c. Approved
9. The Birmingham-Jefferson County Port Authority will spend \$70 for one member of the board and one member of the executive director team to attend the 2020 Regional Planning Commission Annual Meeting event in Birmingham, Al and the funds will come from the General Office Supplies Account: #\_2305\_
  - a. Motion by D. Lowery
  - b. 2<sup>nd</sup> M. McTier
  - c. Approved