



Memorial Stadium Authority – Special Meeting Minutes
September 19, 2025
In-Person

Durham County Memorial Stadium Authority Minutes

Date: Friday, September 19, 2025

Time: 11:00am-1:00pm

Location: In-person

In Attendance: E’Vonne Coleman, Vice Chair; Jonathan Leach, Secretary; Derrick Magee; Commissioner Allam, Robert Weisman

Absent: Charles Epps, Chair, Commissioner Nida Allam

Also in attendance: Curtis Massey, Deputy County Attorney, Hyrum Hemmingway, County Attorney; Motiryo Keambiroiro, Director of General Services; Shawn Swiatocha, Assistant Director of General Services (Acting Stadium Manager), Sontina Greene, Senior Administrative Officer; Jacob Howell, Lonnie Forte

Vice-Chair E’Vonne Coleman called the meeting to order at 11:03 AM.

Approval of Minutes

The minutes from the August 2025 meeting, upon motion of Derrick Magee and Second by Robert Weiseman to approve, the minutes were unanimously approved by the Authority.

Vice-Chair Coleman recognized the newest board member **Lee Rodio**.

CIAA Football Championship Contract and Updates

Director Keambiroiro and **County Attorney Curtis Massey** opened the meeting by speaking in length regarding the contract between Durham County Memorial Stadium and Durham Sports Authority. It was determined that the original contract significantly deviated from the Durham County contract template and that certain provisions were agreed upon before the County Attorney’s office could be reviewed.

During the discussion **Mr. Magee** brought up the subject of the VIP tents setup and “tarping it off” on the track to ensure that no damage is made and to make sure that it is in writing that the liability of the damage would be on them.



Mr. Weiseman also agreed to **Mr. Magee's** sentiments and stated to put it back on the vendor to talk to the track manufacturer regarding the tarp specifications and maybe push them towards the flat area of the track.

Vice-Chair Coleman stated that we could be open to setting up the VIP tent outside of the Stadium Manager's office and that it is beneficial that we take in consideration managing our assets.

The Stadium Authority also made a motion to appoint Shawn Swiatocha as the Interim Stadium Manager. The motion to approve was made by **Derrick Magee** and second by **Robert Weiseman**.

Motion to approve the updated contract and subsequent revisions was made by **Jonathan Leach** and second by **Derrick Magee**.

During the discussion on the contracts and Stadium Authority responsibilities it was brought up that we should create an Alcohol Policy for the stadium as well as several other policies that we should consider.

Stadium Rates Update:

Director Keambiroiro spoke about the changes in the janitorial rates that would take effect on October 1, 2025. The new rates/cost(s) are significantly higher than in previous years.

She also spoke about staff performing a cost analysis from over the past two years regarding the rental rates. A detailed report regarding rates comparison to similar venues would be provided once the new Stadium Manager comes aboard.

Vendor Appeal:

A discussion was held regarding a vendor who utilized the Stadium for an event on August 15, 2025. A participant in the event caused significant damage (over \$5K) to the gates of the N.C. DOT office. As a result of the damage the relationship between N.C. DOT and Durham County was severely jeopardized and we cannot use their parking lot for overflow. Durham County General Services sent a formal letter addressing these damages to the vendor and asked that the Stadium Authority make a recommendation regarding the vendor usage of the stadium property again.

It was suggested that we get additional information from the vendor and that we establish a timeline for her to appeal against the ban.

Roles and Responsibilities of the Stadium Authority Board Members:

Vice-Chair Coleman suggested that at the Stadium Authority's retreat they have on the agenda to discuss items that the board should have for the future. Some of the topics discussed were

- Creating a handbook for the Board
- Providing Annual/Quarterly reports to the Durham County Commissioners
- Having input into the salary of the Stadium Manager and subsequent staff.
- Creating an ILA between the Stadium Authority and Durham County.
- Clarification of the roles and responsibilities of the board.

Adjournment

Motion was made to adjourn the by Vice Chair Coleman second by Derrick Magee unanimously approved at 12:57 PM.