

**ENTERTAINMENT AND CONVENTION CENTER AUTHORITY
REGULAR BOARD MEETING**

September 27, 2016

A regular Board meeting was held on Tuesday, September 27, 2016 at 4:00 p.m. in the Symphony Hall Mezzanine. In attendance were Jay Seiler, Yvonne Prettner Solon, Crystal Pelkey, Greg Fox, Don Ness, Karen Pionk, and Roger Reinert. Members Mary Finnegan-Ongaro, Carrie Heffernan, Deb Messer, and David Ross were excused from the meeting. Staff members Dan Russell, Chelly Townsend, Caty Kaups, and Sue Ellen Moore were present. Jeff Stark, DECC Venue Operations Director, was also in attendance.

Seiler called the meeting to order at 4:05 p.m.

Seiler asked for a motion to approve the minutes from Regular Business Meeting, August 30, 2016. Prettner Solon made the motion to approve, and Fox seconded the motion. August's Minutes were approved unanimously.

Communications

Russell presented an article from ArenaDigest.com written for the DECC 50th Anniversary Celebration.

Old Business

Russell led a discussion on the Tall Ships event held behind the DECC in August. Member Reinert expressed that his main concerns as a liaison for the event were the safety, security, and liability that could be perceived as DECC issues. The DECC had no part in the event, but was inundated with questions and complaints because Tall Ships did not have an information phone number or booth. Reinert elaborated on some issues that the DECC may need to discuss with Tall Ships for the next time the event is held. Stark, Russell, and Townsend answered questions that the Board had regarding the event, and Russell noted that the DECC made \$40k in parking for that weekend while still charging \$5 per car; some area parking lots raised their fees to \$10 or \$20 per vehicle.

Russell stated that the seawall issue is moving along, and meetings have been happening or made with the Port Authority, City, and David Montgomery, as well as weekly meetings with AMI Engineering. Federal funding appears to be a minimum of two years wait, however. It was also brought up that the Irvin would have to be moved when the seawall and contamination issues in the Slip are worked on, possibly the summer of 2018. Some options for moving the boat include tying up behind the DECC on the back break wall, moving to Fraser shipyards and repainting the hull, or find a different dock space and remain out of operation until the Haunted Ship.

New Business

There was no New Business to present at this time.

Staff Reports

Russell gave the Event Recap, mentioning again the great successes of the KISS and Beach Boys/Temptations concerts in August. Celtic Thunder just finished their sound check for their performance tonight in Symphony Hall, and Bryan Adams sold over 2,000 tickets or \$112k during the first day on sale the Friday prior. Tickets for Rain: A Tribute to the Beatles will go on sale in November, and we will soon be announcing country act Thomas Rhett, who will perform in AMSOIL Arena on March 4, 2017.

Kaups gave the Finance Report for August 2016 and stated that August was an excellent month, and all of the variances in the budget were from the concerts and Tall Ships, elaborating on some

of the departmental variances. Temporary staffing was brought in for the concerts, and the DECC has been using Labor Ready for several years with great success when large cleans and turnovers are needed overnight. Kaups also mentioned that the Operating Budget for 2017 would be presented to the Board at the next meeting in October.

Seiler asked for a motion to approve the Finance Report and the Operating Fund Check Registers. Reinert made the motion to approve, and Pionk seconded the motion. The Finance Report and Check Registers were approved unanimously.

Moore gave the Sales & Marketing Report, noting that the busy upcoming fall convention season is a testament to the Sales and Event Planning departments. Currently, the American Water Works Association's MN Chapter is here celebrating their 100th year in operation and 12th year here with an increase in attendance by 75 guests. Sales is working on filling the last remaining slots in 2017 and added three conventions this month: MN Clinical Laboratory Collaborative in May 2017, the Episcopal Church in MN Convention in September 2017, and the MSAE/Associations North Leadership Conference in October 2017. The annual meeting of the Visit Duluth GM/DOS Committee is scheduled for October 25, and also of note: the Duluth Curling Club will be featured in the International broadcast of Curling Night in America, to be filmed in early December and broadcast on NBCSN to approx. 40 million viewers at a later date.

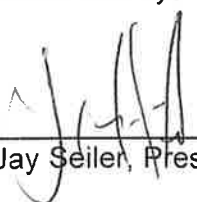
Townsend gave the Operations & Upcoming Events Report, stating that October is a great month with very busy weekends each week. The first weekend alone includes both UMD Women's and Men's Hockey home for a 2-game series, the Minnesota Mayhem bodybuilding competition, and three wedding receptions. The second week holds a NAPA Auto Parts meeting, the U of M Extension, Duluth Senior Expo, MN Council of Nonprofits, Minnesota Assn of Nurse Anesthetists, UMD Women's Hockey vs MSU Mankato, and a wedding reception. Week three includes the 2,000+ guest Health & Human Services Conference, Wild Duluth Races, Holiday Inn Heritage Hockey Showcase, UMD Men vs Notre Dame, two wedding receptions, DSSO Pops, a pre-concert reception, and the Twin Ports Wind Orchestra. The fourth week holds the Upper Lakes Food Show, Duluth Area Chamber Dinner, YWCA Women of Distinction Luncheon, Whole Foods Co-op Annual Dinner, UMD Women vs Bemidji, MN Ballet's Dracula, a wedding, UMD Men vs US U18, and the Halestorm concert. The final week of October doesn't slow down with the GM/DOS Meeting, MN GIS/LIS Consortium, UMD Men vs North Dakota, Denfeld Fall Bal, Northland Family Programs, Superior Ballroom's Masquerade Ball, and the Jehovah's Witnesses fall gathering. Also to note: the skywalk lighting has been upgraded in the DECC portion of the Northwest Passage, and the scoreboard in AMSOIL Arena is fully HD.

Russell gave the Attractions Report and stated that the Haunted Ship will open on Thursday, October 6 for another great year.

The next regular meeting is currently scheduled for October 25, 2016 at 4 p.m. in the Symphony Hall Mezzanine.

Seiler asked for a motion to adjourn the Regular Business Meeting. Pionk made the motion to adjourn, and Reinert seconded the motion. The meeting was adjourned at 5:01 p.m.

Submitted by:


Jay Seiler, President


Crystal Pelkey, Secretary