

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

February 23, 2016

A regular Board meeting was held on Tuesday, February 23, 2016 at 4:00 p.m. in Meeting Room 202 of the Harborside Convention Center. In attendance were David Ross, Jay Seiler, Mary Finnegan-Ongaro, Greg Fox, Carrie Heffernan, and Karen Pionk. Yvonne Prettner Solon was present electronically for voting purposes. Staff members Chelly Townsend, Caty Kaups, and Sue Ellen Moore were present. Staff member Dan Russell, Secretary Crystal Pelkey, and members Deb Messer and Roger Reinert were excused from the meeting.

Ross called the meeting to order at 4:05 p.m. and noted that a quorum had not yet been met. Agenda items requiring a vote will be held until additional members arrive.

Old Business

Townsend, in the absence of Russell, gave a brief recap of the Buddy Holly musical that played in Symphony Hall on the Saturday prior to the meeting. Kaups reported that the DECC made about \$5200 on the show itself, and the ticket office earned \$10-11k on facility fees. Kaups will have a full recap of the show at next month's meeting.

Communications

Townsend passed around the magazine article titled "Debbie Aleff – The Girl with the Great Attitude" which was featured in the January 2016 publication of Venues Today, honoring Aleff with the 2016 Box Office Star Award. Townsend also noted that the bar sales alone for the MOMA Pool & Dart Tournament was over \$79k, which was down a little from last year and most of the sales occurred on Friday and Saturday, the busier two days of the four day tournament.

Seiler arrived at 4:07 p.m.

Ross called the meeting to order officially at 4:08 p.m. now that a quorum had been met and reviewed the agenda.

Ross asked for a motion to approve the minutes from Regular Business Meeting, December 15, 2015. Finnegan-Ongaro made the motion to approve, and Pionk seconded the motion. December's Minutes were approved unanimously.

Ross asked for a motion to approve the minutes from Regular Business Meeting, January 26, 2016. Pionk made the motion to approve, and Fox seconded the motion. January's Minutes were approved unanimously.

Staff Reports

Kaups gave the Finance Reports for November 2015, December 2015, and January 2016. The January balance sheet had not yet been run because December was not yet completed. November was a really good month, and was pretty much on revenue except for being over in Building Services, due to Health & Human Services and increased ice rentals, and Catering was over with busier conventions and the Jackson Browne concert.

Ross asked for a motion to approve the November 2015 Finance Report. Fox made a motion, and Finnegan-Ongaro seconded the motion. The motion carried unanimously.

Moving on to December 2015, Kaups stated that it was another strong month with Building Services, Catering, and Concessions over budget. Several events were not budgeted, including a military event, the Banff Film Festival, Don Ness' farewell party, and the Shamrock Ice Fishing Show affecting Building Services with rental payments and Parking revenue. Ice rental was

increased for a second consecutive month due to poor weather for outdoor skating, as well as some tournaments making payments. Chris Young will be reflected in the January revenues as an unbudgeted event, after it rescheduled from the original December date. Concessions was over due to hockey and the Banff Film Festival, and Cirrus was a late booking event that increased Catering revenue. Snow plowing has been down so it is under budget for expenses, and Bentleyville was a prime reason Parking revenue was over budget.

Ross asked for a motion to approve the December 2015 Finance Report and the Operating Fund Check Registers dated January 26, 2016. Pionk made a motion, and Seiler seconded the motion. The motion carried unanimously.

January started off the year well with Building Services showing over budget due to Chris Young and the Bernie Sanders event rental and recouped labor. There were a lot of repeat events that saw growth, including the United Piping training and holiday party up 50%, Arrowhead EMS up by about \$10k, and the Greater Downtown Council Dinner over in attendance as well. Concessions was up due to Chris Young and UMD Hockey. Fox asked when labor pay rates changed, and Kaups stated that it changes for union staff in January, but the rest changes in August with minimum wage increases. Kaups also mentioned that the February balance sheet at the next meeting will reflect a \$500k payment from the city for the Hotel/Motel tax refund.

Heffernan arrived at 4:19 p.m.

Ross asked for a motion to approve the January 2016 Finance Report and the Operating Fund Check Registers dated February 23, 2016. Pionk made a motion, and Seiler seconded the motion. The motion carried unanimously.

Townsend gave the Event Recap, mentioning that Twin Ports Night Life booked the Goo Goo Dolls and Collective Soul for Bayfront on July 31, filling the last available slot for the summer calendar. Seiler announced the most recent booking of Jerry Seinfeld in Symphony Hall on July 22. The media announcements have been planned for the 50th anniversary celebration, featuring the Beach Boys and The Temptations, as well as an all-board-member reception, open house, and all-employee reunion. The 7A and 7AA finals have been finalized with full houses expected for Hermantown vs. Hibbing/Chisholm and Duluth East vs. Grand Rapids.

New Business

Townsend noted that the Duluth Transit Center has announced their rates for monthly parking, and they are charging \$75 per month, as well as \$100 per month for the Skywalk level reserved parking, and \$125 for the secured lower level parking. The DECC is charging \$53 per month. They do not have it set up for daily or event parking yet, other than the pay station rates.

Staff Reports, continued

Moore gave the Sales & Marketing Report, noting that events are still booking for 2016 with Stand Against Child Abuse in July. The MN Association of School Business Officials has booked two more years with exhibits in May of 2018 and 2019. This month, we've added on the MN Ice Arena Managers in September 2017, the MN Association of Townships in November 2018, and MN Health Information Management Association in May 2019. Lots of good things have been happening, including Helms Briscoe sending 18 of their regional staff in for site inspections. Several client events are planned, and Robotics is next week already with a VIP luncheon and teams coming from as far as Hawaii and Australia.

Townsend gave the Operations & Upcoming Events Report, stating that February will finish strong and March is a typical and strong month ahead. Highlighting some events, the 148th Fighter Wing will hold a Yellow Ribbon deployment briefing on the 6th. The second week holds Construct Tomorrow and the Concrete Paving Association conference overlapping, and Masquerade Dance

Competition on the same weekend as potential UMD Men's Playoff Hockey and the Women's Expo. In the third week, Ferguson will have a customer appreciation event, and the Minnesota Ballet and Chefs Club Brunch are on the same weekend. The month finishes with the Harlem Globetrotters returning on the 24th and the REIF Breakfast Meeting on the 29th.

Old Business, continued

Townsend stated that the Blue Bridge and seawall is an ongoing discussion with David Montgomery from the City. The current idea is to close the corner of the seawall with the former Vista Fleet building and one dock, rather than fixing that corner because the price tag is significantly higher than initially thought. The DECC is in conversations with them to make progress and fix it rather than build a temporary dock. The Tall Ships and Grandma's Marathon are crucial deadlines for applying these fixes. Mayor Larson has stated that she is no longer interested in filling the Slip without popular support and financing for it.

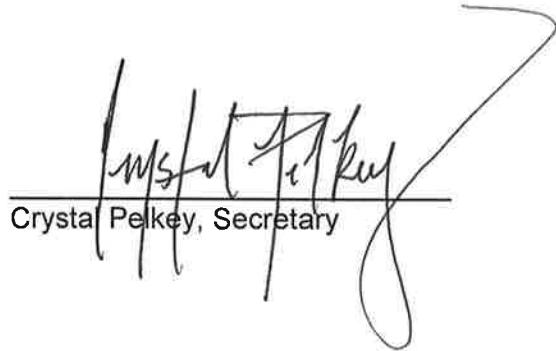
The next regular meeting is on March 29, 2016 at 4 p.m. in the Senator Sam Solon Board Room.

Ross asked for a motion to adjourn the Regular Business Meeting. Fox made a motion, and Pionk seconded the motion. Ross adjourned the meeting at 4:46 p.m.

Submitted by:



David Ross, President



Crystal Pelkey, Secretary