

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

Original Date January 29, 2019 | Postponed to February 5, 2019

A Regular Board Meeting, originally scheduled for Tuesday, January 29, 2019, was postponed due to poor weather and held Tuesday, February 5, 2019 at 12:00 PM in the Senator Sam Solon Board Room.

Board Members Present: Chair Don Ness, Vice Chair Karen Pionk, Bill Nelson, Deb Messer, Roz Randorf, Mary Finnegan-Ongaro, David Ross

Board Members Absent: Crystal Pelkey, Greg Fox, Yvonne Prettner Solon, Roger Reinert

DECC Staff Members Present: Chelly Townsend, Caty Kaups, Sue Ellen Moore, Renae Matt

CALL TO ORDER: Ness called the meeting to order at 12:05 PM.

QUORUM: A quorum of directors was present and approval of the agenda was requested. The agenda was approved without comment.

MOTION: Ness requested a motion to approve the Regular Business Meeting Minutes from December 18, 2018. Pionk made a motion to approve the minutes as written and the motion was seconded by Ross.

**Communications**

Event Feedback: Townsend presented feedback from recent events, including a dental society conference and a memorial service with the Duluth Police Department.

*Finnegan-Ongaro arrived at 12:08 PM.*

Media Mentions: Townsend highlighted posts on social media that have attracted attention, including the DECC's Pop-Up Play Event, Harlem Globetrotters, and several other posts and articles that were featured in local news. Townsend also pointed out recent guest comments.

**Old Business**

Townsend stated that the grant process for the William A. Irvin is ongoing. An Architectural Historian and an Engineering Consultant have been hired for the project. Kaups added that the dry docking will be going out for bid soon and is required by the grant to be advertised for 2 weeks. Ness requested clarification on the MN Slip and if there is a potential problem to keep the Irvin from passing the center line. Townsend confirmed that the slip is slightly more narrow due to the recent seawall project but, because of the new structure, the Irvin will also be able to remain closer to the dock wall than before. Townsend stated that crossing the line should not be an issue.

Townsend took a few moments to update the Board regarding the TPI Project that was discussed at the December meeting.

**New Business**

Townsend brought forward the proposed amendments to the UMD Agreement after legal review. The Board discussed the differences between the original contract and the proposed changes.

MOTION: Messer made a motion to approve the changes to the UMD Agreement. Pionk and Ross both seconded the motion. After further review, several Board Members agreed that a small

change to the language should be made in an attempt to more clearly state the terms of the agreement. Ness inquired if those that made the motion to approve and then seconded the motion would support the suggestion to make that change. Messer, Pionk, and Ross were in support. Townsend agreed to speak with UMD and the attorney to suggest the change. The motion was approved unanimously.

### **Committee Reports**

Personnel: Messer stated that all Board Members should have received a copy of Townsend's annual review and goals. Messer also announced that Randorf will be leading the Personnel Committee after Messer's term expiration.

Finance: No report.

Governance: No report.

### **Staff Reports**

Event Recap: Townsend took a few moments to review December.

Attractions: Townsend mentioned that updates had already been given for the William A. Irvin.

Ness stated that he and Townsend had previously discussed plans for the Board's Annual Meeting. Ness and Townsend suggested June 2019. They agreed that, at that time, the Board could review capital issues and strategies and officer selection could be made.

Ness suggested the Board reconsider the day and time of the regular meeting. The Board took some time to discuss options and it was decided to create a poll after the meeting to gain input.

### **Staff Reports, continued**

Finance: Kaups reviewed the financials for November and December. Kaups stated that December is not ready to be formally approved at this time.

MOTION: Ness requested a motion to approve the November Finance Report and the Operating Fund Check Registers for November and December. Pionk made a motion to approve and Messer seconded the motion.

Sales & Marketing Report: Moore gave an update on local news, including an airline being added to the Duluth Airport, and how this could impact the DECC.

Operations & Upcoming Events: Moore stated that two conventions have been added, both scheduled for 2019. Moore took a few moments to give the Board more details regarding upcoming events and a video project that is in motion with Visit Duluth.

Ness adjourned the meeting at 1:12 PM.

### **Upcoming Meetings**

The next regular meeting is scheduled for Tuesday, February 26, 2019 in the Symphony Hall Mezzanine, but due to the poll that will be taken, there is a possibility this may change.

Minutes reported by Renae Matt, Executive Assistant.

Submitted by:



Don Ness, Chair

  
Crystal Pelkey, Secretary