

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

February 24, 2015

A regular Board meeting was held on Tuesday, February 24, 2015 at 4:00 p.m. in the Symphony Hall Mezzanine. In attendance were David Ross, Mary Finnegan-Ongaro, Carrie Heffernan, Deb Messer, Nick Patronas, Crystal Pelkey, and Jay Seiler. Staff members Chelly Townsend, Caty Kaups, and Sue Ellen Moore were present.

Ross called the meeting to order at 4:07 p.m. and noted that items needing a vote would be postponed until a quorum has been met when more members arrive.

Communications

Townsend noted that there were no communications for the month of February 2015.

Old Business

Townsend stated that there was no Old Business for the month, other than that the month has been phenomenal at the DECC.

Finnegan-Ongaro arrived at 4:10 p.m.

New Business

Townsend reminded the Board of the DECC Athletic Hall of Fame that lined the concourse of the DECC Arena. She stated that Scott Keenan and Kevin Pates used to sponsor and curate the display, and Keenan approached the DECC to take over the management of the Hall of Fame. The DECC would like to have a board member to serve on the selection committee, and the DECC has chosen Patronas to serve on the committee. As of now, the photos from the DECC Hall of Fame have been moved to the lower ticket lobby of AMSOIL Arena.

Heffernan and Patronas arrived at 4:12 p.m.

Townsend mentioned that the Multimodal Transit Center project is moving along nicely, as she attends a few of the construction meetings each month. A lot of new pieces have been revealed for the skywalk renovation phasing. Members of the architectural and construction team will be available to attend the next DECC Board Meeting to provide more information that the board members should know. Parts of Railroad Street will need to be closed during the process for about a month, and Harbor Drive will be a crucial piece of the detours needed with the shuttles the DTA is providing for our daily parking guests.

Finnegan-Ongaro recently resigned her position as Secretary/Treasurer due to a career change that will limit her time in Duluth. Townsend informed the Board that the Nominating Committee has recommended Crystal Pelkey to take the position.

Ross asked for a motion by the Board to approve Pelkey as the new DECC Board Secretary/Treasurer. Finnegan-Ongaro made a motion, and Heffernan seconded the motion. The vote to approve Pelkey as Secretary/Treasurer was unanimously in favor.

Ross asked for a motion to approve the minutes from Regular Business Meeting, January 27, 2015. Messer made the motion to approve, and Finnegan-Ongaro seconded the motion. January's Minutes were approved unanimously.

Staff Reports

Dan Russell was not present to give his Event Recap.

Kaups gave the Finance Report, and noted that the December numbers are still not final as the auditors have been here to close out 2014. January was over budget on revenues across the board, as there were a few shows that were not budgeted for, but there was only one hockey series for the month. Rent was up in Building Services, Ice rental was up almost \$10,000 from budgeted due to some youth tournaments, and Catering was up for convention food sales. Bar sales were low for the month, the Ticket Office was up from Cheech & Chong and Dancing Pros Live, and Parking was up as well. Expenses were over in Catering and Concessions were over on labor and food costs, and the Ticket Office was over budget from Dancing Pros Live, which did not do as well as hoped and just broke even with other ancillary figures determined in.

Ross asked for a motion to approve the Finance Report and the Operating Fund Check Registers. Seiler made a motion, and Heffernan seconded the motion. The motion carried unanimously.

Kaups and Townsend wanted to make a note that on one day this month (Saturday, February 21st), the DECC hosted 4 games of high school hockey playoffs, the Sport Show, and a large wedding. Between concession sales in AMSOIL Arena and throughout the sport show, catering for the sport show deli and bar sales, and parking, the gross sales for the day were over \$120,000. Also, at the beginning of the month with the Pool & Dart tournament, over \$72,000 were made in bar/beer sales over the 5-day tournament, with 3 of the days being very busy and heavy sales. Patronas also mentioned that he attended the high school hockey games, toured the sport show, and went to the wedding on the 21st of the month. He stated that everything was outstanding between all of the staff and their friendliness, the food quality, and the usage of the spaces that he saw.

Moore gave the Sales and Marketing Report, and noted that two new conventions have been booked this month. Construct Tomorrow will give 800 high school students the opportunity to experience all the jobs available in construction for a day in March. Moore is very excited to announce that the Outdoor Writers Association of America has chosen Duluth as the venue for their June 2017 conference, as they are expected to produce a ripple effect of tourism revenue (believed to be over a quarter million dollars) brought to the city from what they choose to see and write about in our city. The DECC is working on a drone video of the facilities after seeing a breathtaking video of all of the Duluth landmarks and sights. Finally, Moore mentioned that they will host a local client event in March of a Glensheen Flashlight Tour, and that the DECC will be well-represented this week at the Duluth/St. Louis County Days at the State Capitol.

Townsend gave her Operations & Upcoming Events Report and previewed the March events at the DECC. UMD Women's hockey will host the first-round of WCHA playoffs, and the State of the City Address will be held here on March 2nd. The Go Red for Women Luncheon will be in the Harborside Ballroom, and the first weekend of March will hold the Masquerade Dance Competition in Symphony Hall, the Lundeen Group Women's Expo, a wedding reception, and the last City of Duluth Open Skate of the season. As Moore mentioned, Construct Tomorrow will be here on the 10th, as well the MN Erosion Control Association for a 3-day conference. Manion's will hold their annual Wholesale Spring Buying Show, and DAHA will host a pre-tournament banquet in Pioneer Hall. The second weekend could possible host the NCHC First Round Playoffs for the UMD Men if they earn home ice advantage, and Essentia Health will have a 100th Anniversary Celebration for the Duluth Clinic. The following week is quiet until the third weekend of the month with the DSSO Pops concert, Duluth Motorhead Madness, the Symphony Lollipop Concert, and the annual Arrowhead Chef's Club Brunch. The final full week of March is a bit

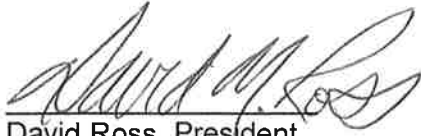
busier, starting off with Celtic Thunder performing in Symphony Hall on Monday March 23rd, with a WDSE Meet & Greet in conjunction. On Thursday, March 26th, Little Big Town will play in AMSOIL Arena, and the final weekend of March holds the MN Ballet's performances of Sleeping Beauty, the Minnesota Masons Grand Lodge convention, and a Harbor City Roller Dames double-header bout. The month does not end there, with the Special Operations Training Association of the Upper Midwest holding training sessions on the 30th and 31st, and both the REIF Breakfast Meeting and DECC Board Meeting on the 31st.

Townsend made the Attractions Report and reported that Irvin is closed but preparations are beginning for the summer season.

The next regular meeting is on March 31, 2015 at 4 p.m. in the Symphony Hall Mezzanine.

Ross asked for a motion to adjourn the Regular Business Meeting. Patronas made the motion, and both Heffernan and Messer seconded the motion. Ross adjourned the meeting at 4:49 p.m.

Submitted by:


David Ross, President
Crystal Felkey, Secretary