

ENTERTAINMENT AND CONVENTION CENTER AUTHORITY
REGULAR BOARD MEETING
Original Date February 26, 2019 | Rescheduled to February 27, 2019

A Regular Board Meeting, originally scheduled for Tuesday, February 26, 2019, was rescheduled and held Wednesday, February 27, 2019 at 11:30 AM in the Symphony Hall Mezzanine.

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

Board Members Absent: 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 11:37 AM.

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 January's meeting which had been postponed to February 5, 2019. Ross made a motion to approve the minutes as written and the motion was seconded by Nelson.

Communications

Event Feedback: Townsend reviewed feedback from recent events, including comments from long-time clients, Arrowhead EMS and JAMAR.

Media Mentions: Townsend mentioned posts on social media that have attracted attention, including a short video of the DECC Concourse and a President's Day post featuring our Board President, Don Ness. Townsend also stated that several posts and articles were featured in local news, primarily focused on hockey. Townsend also pointed out recent guest comments.

Old Business

Ness requested an update for the Board regarding the MN Slip/William A. Irvin Project. Townsend stated that a bid proposal has not been received yet. There have been questions with Fraser Shipyards concerning the difference of prevailing wages for Minnesota and Wisconsin. The Board took several minutes to discuss this issue and recommend solutions. Townsend and Ness announced that a Special Board Meeting may be held tentatively on Wednesday, March 13th for the Board to review and approve the contract, assuming the bid has been received and negotiations have been finalized.

Townsend updated that Board on the slight changes made to the UMD Amendment to the Agreement. The Board discussed the changes and recommended adjustments to the language to more clearly state the intended agreement.

MOTION: Ness requested a vote from the Board. The Board approved the changes to the UMD Amendment to the Agreement unanimously, pending UMD's approval to make the noted adjustments to the language as discussed.

New Business

The Board reviewed the results of a recent survey, requesting input and availability from Board Members to change the regular meeting time.

MEETING CHANGE: The Board was in agreement to change the regular meeting time from the last Tuesday of the month at 4:00 PM to the last Wednesday of the month from 11:30 AM to 1:00 PM, effective immediately.

Committee Reports

Personnel: No report.

Finance: No report.

Governance: No report.

Staff Reports

Event Recap: Townsend took a few minutes to recap January's events.

Attractions: No additional reports.

Staff Reports, continued

Finance: Kaups gave an update on the Finance Report for January.

MOTION: Ness requested a motion to approve the January Finance Report and the Operating Fund Check Registers. Finnegan-Ongaro made a motion to approve and Messer seconded the motion.

Sales & Marketing Report: Moore mentioned new conventions that have been booked and recent encounters she has made with potential clients. Moore also stated that she expects to hire a new Sales Manager soon and hopes to have a status update for the Board next month.

Operations & Upcoming Events: Moore took a few minutes to highlight upcoming events on the calendar.

MOTION: Ness requested a motion to adjourn the meeting. Ross made the motion to adjourn and Randorf seconded the motion.

Ness adjourned the meeting at 12:43 PM.

Upcoming Meetings

A Special Board Meeting is tentatively scheduled for Wednesday, March 13, 2019 at 11:30AM to review Irvin bid documents and contract, if it is available for approval at that time. Location will follow once meeting is confirmed.

The next regular meeting is scheduled for Wednesday, March 27, 2019 from 11:30 AM to 1:00 PM in the Senator Sam Solon Board Room.

Minutes reported by Renae Matt, Executive Assistant.

Submitted by:


Don Ness, Chair


Crystal Pelkey, Secretary