

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

December 13, 2016

A regular Board meeting was held on Tuesday, December 13, 2016 at 4:00 p.m. in the Senator Sam Solon Board Room. In attendance were Chair Jay Seiler, Secretary Crystal Pelkey, Mary Finnegan-Ongaro, Carrie Heffernan, Deb Messer, Don Ness, Karen Pionk, and David Ross. Vice Chair Yvonne Prettnier Solon and members Greg Fox and Roger Reinert were excused from the meeting. Staff members Dan Russell, Chelly Townsend, Caty Kaups, and Sue Ellen Moore were present.

Seiler called the meeting to order at 4:13 p.m. and noted that a quorum had been met.

Seiler asked for a motion to approve the minutes from Regular Business Meeting, November 22, 2016. Pionk made the motion to approve, and Messer seconded the motion. November's Minutes were approved unanimously.

Communications

The DECC was thanked by the GIS/LIS group for their convention here, as well as the CEO of USA Curling for the DECC and Duluth Curling Club support of and hosting the Curling Night in America event in early December. Duluth will be featured during nine 30-second ads that were given to Visit Duluth and UMD Athletics when the program airs beginning in January 2017 for a 9-week run. Russell also presented final attendance numbers for the Haunted Ship and a thank you letter from CHUM for the largest year of food donations to gain discounted admission to the Haunt. Finally, Bayfront Festival Park was awarded Best Outdoor Music Venue in the state from the 2016 Growler Magazine Kind of a Big Deal Awards.

Old Business

Russell stated that there was no old business, other than being in union negotiations for full-time union employees.

New Business

There was no new business to report at this time.

Finnegan-Ongaro arrived at 4:20 p.m.

Staff Reports

Russell gave the Event Recap, mentioning that the DECC is hard at work booking shows for the 2017 spring, summer, and Bayfront seasons. Possible shows include Don Henley in June, and we are looking at dates for Professional Bull Riders. Russell presented financial recaps for both Keith Urban and Bryan Adams which both did well. The slowest months at the DECC are typically August and November, and the concerts held during both of those months this year helped out significantly. Upcoming booked shows are doing well, including the nearly-sold-out Jeff Dunham and Thomas Rhett, who sold out in one day. Other upcoming shows recently on sale or soon-to-be include Brantley Gilbert, Motorcycles on Ice Racing, the Harlem Globetrotters, and Rain.

Kaups gave the Finance Report for October 2016, and stated that October missed budget but was a good month overall. October held six conventions, a Symphony, the Minnesota Ballet's Dracula, seven UMD Men's Hockey games, and the Halestorm concert. Revenues were over budget in Building Services from the Upper Lakes Foods show and ice rentals. Catering and Concessions were both over budget from hockey and Halestorm. The Irvin was over due to increased attendance and discounted merchandise inventory sales, the Ticket Office was up from Halestorm, and Parking was down due to monthly parking being down for the year. On the expense side, Building Services was over due to labor and expo services, hockey, contracting

overnight labor crew, and police rental. Property Maintenance was over from utilities and fixing the orchestra pit in Symphony Hall. The Irvin expenses were up due to new features and using mostly in-house labor and some contract, compared to past years.

Kaups noted that November financials are not done, so a full report will be given at the January meeting and it will be approved at that time. Russell mentioned that there has been over \$900k in fixes and improvements in 2016.

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

Moore gave the Sales and Marketing Report and stated that Wi-Fi access was a problem in the 2016 convention season, so we are now offering convention sponsors a chance to put their logo and message on the main splash page for a \$2k sponsorship to increase accessibility. 2017 will be a strong year and we've added four smaller groups within the last two months: Transportation Research Board and AMSOIL Dealer Training in July, Great Lakes Commission Annual 2017 Meeting in September, and Petro Choice Mobil in October. The Assn of American Water Works will return in September of 2018, 2019, and 2020, and the University of MN Extension will be back in October 2019. The MN Home Care Assn will be here in May of 2018 and 2019, and the National Lake Superior Estuarine Assn will be here in November 2018. Other news from the Sales & Marketing department includes that the Rochester Convention Center will open in April, with a soft opening in January, and the GIS/LIS group is looking at bringing in a national meeting, stating the DECC's guest service and value as a key factor.

Townsend gave her Operations & Upcoming Events Report and mentioned that January should be a great month with local and returning business. The first week of the year will hold United Piping's Training and Holiday Party, UMD Men's Hockey vs Colorado College, UMD Women vs MN Whitecaps for one game, a wedding, and the Banff Mountain Film Festival, which filled the 1st floor of Symphony Hall for 2 nights in December 2015. Week two holds a dalco training seminar, Jeff Dunham, UMD Women vs Minnesota, UMD Men vs St. Cloud State, the Icebreaker Girls' Hockey tournament, and the Duluth Wedding Show. Week three will host the Martin Luther King Jr. Day Event, Arrowhead EMS Association Conference, Motorcycles on Ice Racing, a DSSO Masterworks concert, and the Cloquet High School Sno Ball Dance. The fourth week of January will hold the Duluth Edison Charter School Winter Concert, Greater Downtown Council Annual Dinner, Northland Invitational Figure Skating Competition, UMD Women vs Ohio State, a UMD University for Seniors Buffet, the first Father/Daughter Ball Dinner, and the Gun and Knife Show. Week five will end the month with the DECC Board Meeting and the MN Onsite Wastewater Association Convention.

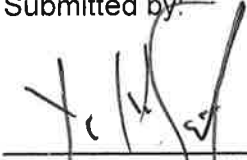
Messer departed at 4:51 p.m.

Russell did not give the Attractions Report. A discussion followed about Bentleyville and parking.

The next regular meeting is on January 31, 2017 at 4 p.m. in the Senator Sam Solon Board Room.

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

Submitted by:


Jay Seiler, President


Crystal Pelkey, Secretary