



PEORIA CIVIC CENTER AUTHORITY  
Minutes of June 23, 2016  
Meeting FY16 No. 10

Chairman Manning called the regular meeting of the Peoria Civic Center Authority to order at 4:00 p.m., Thursday, June 23, 2016 at the Peoria Civic Center in the Lexus Club.

VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Matthew Bartolo**  
**Commissioner Joseph Dalfonso**  
**Commissioner Paul DiGiallonardo**  
**Commissioner Yvonne Greer-Batton**  
**Commissioner Sylvia Hasinger (4:02)**  
**Chairman Bob Manning**  
**Commissioner Mark Wright**

AUTHORITY MEMBERS ABSENT:

NON-VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Jason Stringer**  
**Commissioner Pratima Gandhi**  
**Commissioner Don Welch**

NON-VOTING AUTHORITY MEMBERS ABSENT:

**Commissioner Ryan Spain**

SMG/PCC STAFF PRESENT:

**Anne Clayton, General Manager**  
**Ben Holeton, Booking Manager**  
**Will Kenney, Director of Operations**  
**Carol Krumwiede, Sales Assistant**  
**Megan Pedigo, Senior Marketing Manager**  
**Danette Snopek, Director of Finance**  
**Jo Stowell, Senior Sales Manager**  
**Andrew VanDeweghe, Director of Food & Beverage**

OTHERS IN ATTENDANCE:

**Dave Stuckel, PCCA Legal Counsel**  
**Thomas Bruch, Peoria Journal Star**

Chairman Manning called the meeting to order at 4:00 pm. Roll call with a quorum present.

Chairman Manning requested a motion to approve the minutes of the May 26, 2016 PCCA meeting.

**Motion to Approve Meeting Minutes of May 26, 2016 Meeting:**

Moved: Commissioner Dalfonso. Seconded: Commissioner Greer-Batton. Passed: Unanimously by voice vote.

**General Manager Report:**

General Manager Anne Clayton introduced Ben Holeton as the new Booking Manager. The Avett Brothers tickets went on sale and the September Korn & Breaking Benjamin concert was announced. There were over 12,000 patrons that attended the eight performances of Book of Mormon. New security communication procedures have been put in place to improve communications with patrons who have purchased tickets for upcoming events. The Peoria Civic Center website has added information about security procedures that patrons can view at any time. For each show or event, an e-mail is being sent to all purchasers that let them know when doors open, what items are prohibited, and what kind of security measures are necessary to get into the facility. These emails also include information about parking, bag checks, and a suggestion to arrive with enough time to pass through security lines. Tickets that are sold at our box office will have security information listed in the ticket envelopes. The Jefferson Avenue Marquee will have re-occurring slides that encourage patrons to arrive early in order to avoid lines for security. Anne, Will and Andrew will attend the SMG management meetings next week in Rhode Island, which will focus on the new security procedures.

**SAVOR Report:**

Director of Food & Beverage, Andrew VanDeweghe, reported that SAVOR had a busy month. Concessions represented 33% of sales while catering generated 67% of total sales for June. SAVOR received high praise from Nancy Patton with Great Rivers, the State of Illinois Republicans and the Catholic Diocese. Kitchen Cooked snacks has signed a 3-year contract to become the official snack provider for concessions and catering.

**Operations Report:**

Director of Operations, Will Kenney, reported that the Operations department had another busy month. The building was changed over multiple times, with some overnight, and the ballroom was changed over 13 times. Our gas and electric usage was up mostly due to change-overs. Safety procedures that were put in place are working extremely well.

**Marketing Report:**

Senior Marketing Manager, Megan Pedigo, reported that group ticket sales for the Ameren Broadway Theater Series continue to rise. Season ticket sales are up 5 times more than from previous years. Patrons are responding well to the smaller season and a younger demographic is purchasing more tickets. This is due largely to family-oriented shows. Mini-season ticket sales have been put on hold due to the fact that the full season tickets are still selling extremely well. Jenny Winne, Group Sales Manager, completed a sale of 800 tickets for Wicked to a large corporate client.

**Sales and Booking Report:**

Senior Sales Manager, Jo Stowell, reported that sales for the month of May remained strong. The Sales department is prospecting for new trade and consumer shows for fiscal year 2017 and beyond.

General Manager, Anne Clayton, reported that arena and theater show bookings for fiscal year 2017 are going well.

**Sales & Marketing Committee:**

Commissioner Dalfonso reported that the Sales and Marketing Committee met this month. Season ticket sales are doing extremely well. Social media has become a great advertising tool and is showing a great return. James Taylor security issues were resolved very quickly. For future events, proper steps are being taken to ensure that patrons have all the information they need to have an enjoyable experience. The customer service score for the month of May was 9.1.

**Capital Committee:**

Commissioner Bartolo reported that the Capital Committee had met and approved the purchase of six additional metal detectors. This purchase falls under the threshold of the Capital Committee, but he wanted to keep the Authority aware of the purchase.

**Finance Committee:**

Commissioner DiGiallonardo reported that the Finance Committee met on Tuesday, June 21st. He turned the floor over to Danette Snopek, Director of Finance. May was a good month with 61 event days versus a budget of 53. Event income was up \$158,000 over budget. A review of the Fiscal 2017 budget will be presented at the July meeting.

**PAVCB:**

Commissioner Welch reported that a visual banner campaign was launched to capture the attention of meeting planners across the country for sporting events, consumer shows and trade shows. There were 1,303,852 impressions and over 11,000 clicks on to the site.

**Old Business: None**

**New Business: Intergovernmental Agreement**

Commissioner DiGiallonardo stated that the Authority should defer approval of the proposed Intergovernmental Agreement until the Peoria City Council has had a chance to discuss and approve the agreement.

**Motion to defer approval of new Intergovernmental Agreement to the July Authority meeting:**

Moved: Commissioner DiGiallonardo. Seconded: Commissioner Bartolo. Passed: Unanimously by voice vote.

**Presentation and Election of PCCA Officers for FY 2017**

Commissioner Wright and the nominating committee presented the slate of Officers for FY 2017:

Bob Manning - Chairman  
Paul DiGiallonardo – Vice Chairman  
Pratima Gandhi – Treasurer  
Yvonne Greer-Batton – Secretary

Chairman Manning asked if there were any other nominations from the floor. He made three calls. No additional nominations were made.

**Motion to close nominations:**

Moved: Commissioner Dalfonso. Seconded: Commissioner Bartolo. Passed: Unanimously by voice vote.

**Motion to approve the slate of Officers for FY 2017 as presented:**

Moved: Commissioner Hasinger. Seconded: Commissioner Bartolo. Passed: Unanimously by voice vote.

**Public Comment: None**

Noting that there was no need for an Executive Session, Chairman Manning reminded everyone the next PCCA meeting will be held July 28, 2016 in the Lexus Club at 4:00 pm. A reminder will be sent out one week prior to meeting.

Chairman Manning requested a motion to adjourn.

**Motion to Adjourn:**

Moved: Commissioner DiGiallonardo. Seconded: Commissioner Hasinger. Passed: Unanimously by voice vote. Meeting adjourned at 4:29 pm.